

KETTLEBURGH VILLAGE HALL COMMITTEE
Minutes of the Meeting held on Tuesday 28th June 2011

Those present	Robert Marzetti(Chairman), Jane O’Leary(Treasurer), Liz Marzetti(Secretary), Patrick Garland, John Bater, Tony Murphy, Sue Scott, Jackie Clark, Derrick Neilson, John Dick, who was welcomed to this, his first meeting , by the Chairman							
Apologies	None							
Minutes of the last Meeting	After an alteration had been made to an item in the Matters Arising section, the Minutes of the Meeting held on 12 th April 2011 were approved and signed as a true record.							
Matters Arising	Jackie asked if we knew why the Scouts had not taken up their place at the Fete. Robert said he had not heard anything. John Bater said the u-bend under the kitchen sink was still causing problems and he would attend to it.							
Co-option of new Member	Robert proposed and Derrick seconded the co-option of Richard Baker onto the Committee.The Committee approved nem con. This brought the Committee membership up to 11 plus Dick Knight who is the Scouting Representative. The Chairman welcomed Richard to the Committee when he arrived.							
Treasurer’s Report	<p>The Treasurer reported that we had £1199 in the Current account and £4832 in the Deposit account. This included the Hall’s share of the Fete profit, £1370.62.</p> <p><i>NB Post meeting note –corrected balances.</i></p> <p><i>Cash balances as at 30th June after deducting all other costs relating to the recent external repairs as discussed at the meeting on 28th June and taking into account a payment previously made to Jewson:</i></p> <table style="margin-left: 40px;"> <tr> <td><i>Current Account</i></td> <td style="text-align: right;"><i>£3121</i></td> </tr> <tr> <td><i>Other costs as above</i></td> <td style="text-align: right;"><i>- £3158</i></td> </tr> <tr> <td><i>Deposit Account</i></td> <td style="text-align: right;"><i><u>£4832</u></i></td> </tr> </table> <p><i>Balance</i> <i><u>£4795</u></i></p> <p>Robert thanked the organisers of the Fete, including members of the Committee, for all their hard work in raising such a magnificent sum. Attendance was down on last year and people were not spending as much but a good time was had by all. John reported that a debriefing had been held and attention paid to various comments which would help next year’s organisers. He thanked everyone for their efforts. Sue Scott said she thought Mr Parkinson had the missing balloon-lady sign.</p>	<i>Current Account</i>	<i>£3121</i>	<i>Other costs as above</i>	<i>- £3158</i>	<i>Deposit Account</i>	<i><u>£4832</u></i>	
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Correspondence	The Secretary asked whether anyone wanted to attend the Suffolk Acre AGM – she had all the details. Jackie said the Chairman of the PC was going for the morning session.							
Repair & Maintenance	A second quote for exterior repair work had been obtained from Paul Hardcastle at John’s suggestion but had been in excess of Wayne’s quote. The decision had been taken to give the work to Wayne. The work on the front entrance had been done by							

	<p>Eric Brown as suggested by Dick Knight. Wayne had done additional work while he was on site: – easing the kitchen door and the rear fire door, replacing the entire barge board across the front below the gutter, boxing in the fuse box above the cooker, filling and painting all the external window sills. This plus the purchase of new hardware for the new front doors and the cutting of new keys had raised the total cost of the work to £4096.96 as against the original figure of £3517.</p> <p>Patrick said he considered it money well spent and Derrick seconded this. The Committee approved the expenditure. It was generally agreed that the Hall was now in good shape. Robert will thank Paul Hardcastle for his efforts and also pass on our thanks to Wayne and Eric for their excellent work.</p> <p>Jane pointed out that the insurance premium of £1000 would be due in September which led on to the next item.</p>	
Fund Raising	<p>The Harvest Hop is already arranged for 29th October and auditions for the next Panto – Puss in Boots - will start in September. Production dates will be 9th 10th 11th February 2012. Everyone was asked to promote the monthly coffee mornings which are a valuable source of revenue for the Hall.</p> <p>A 50's dance and a Music Hall were suggested for next year – the Queen's Diamond Jubilee year.</p> <p>John reminded the meeting that the big marquee was available for village events.</p> <p>Sue Scott wondered whether we should be doing more for the children. Jackie said there were 40 in the village. The Committee will think about it.</p>	
AOB	<p>Tony asked whether we should charge those who booked the Hall and then didn't turn up. The Committee said yes. In general the hire charge should be paid before the event. Tony also asked whether he should continue to charge residents £20 for whole day use and £30 for non-residents. The Committee said yes. It was also agreed that there should be no such thing as a provisional booking, eg in case of bad weather. Hirers would be asked for the full fee.</p> <p>Robert said that the new keys had been distributed and he would get one for Jane..</p> <p>Derrick suggested putting metal kick plates on the bottoms of the inner doors – both sides - and on the insides of the front doors. A budget figure of £100 was set for the purchase of 6 plates.</p> <p>Jackie said that next year's Fete would be on the 16th June. She asked that a holder for useful leaflets be put up in the lobby. The PC would supply it. The Committee agreed and would see to its installation.</p> <p>Liz said she would supply a new Committee list and Cleaning Rota – after a few amendments had been made to the latter.</p> <p>Jane will get a supply of 60w light bulbs while they are still</p>	

	available.	
Date of next meeting	This was set for Tuesday 6 th September. In the absence of any other business the meeting closed at 8.55 pm	