

KETTLEBURGH VILLAGE HALL COMMITTEE
Minutes of the meeting held on Tuesday 15th November 2011

Those present	Robert Marzetti(Chairman), Jane O’Leary(Treasurer), Liz Marzetti(Secretary), John Bater, John Dick, Derrick Neilson, Jackie Clark, Tony Murphy, Richard Baker	
Apologies	Patrick Garland	
Minutes of the last meeting	The Minutes of the meeting held on 6th September were approved as a true record and signed by the Chairman.	
Matters arising	<p>The upholstered chairs had all been cleaned by members of the Committee plus the stage curtains and window curtains had been spot cleaned where necessary, checked and missing hooks replaced.</p> <p>New cups and plates had been bought.</p> <p>The Scouts had once again left lights and heaters on after their session. One of them also locks the door to the Gents’ loo cubicle from the outside.</p> <p>The idea of raising their hire fee was considered but after it was pointed out that they were fined the hire fee – currently £11, for every infringement, it was decided to continue with that system.</p> <p>Robert reported that the matter of the error by the Land Registry had been sorted out. He suggested that the papers be placed in the Church safe, by permission of the PCC.</p> <p>John Bater undertook to do this.</p>	JB
Treasurer’s Report	The Treasurer reported that there was £1451 in the current account and £2832 in the Deposit account. The insurance premium of £1000 and utility bills had all been paid.	
Correspondence	<p>The Secretary reported that SCDC had paid the much reduced contribution from the glass bank at the Chequers - £13 and the Treasurer had received £6 from the private company that now handled the paper bank in Framlingham.</p> <p>The Hall had been notified as an interested neighbour of the planning request by Mr Derek Hill for the pit area.</p>	
Repair & Maintenance	<p>Re the new paths to the doors from the car park, John Bater undertook to consult with Patrick. He was concerned that if the path was not level, there would be a danger of slipping in wet or icy conditions.</p> <p>Robert reported that Saunders who had replaced the faulty systemiser in the Gents’ loo, were now demanding £102 for the labour invoved. Since the manufacturer had admitted the fault, it had been suggested that Saunders get the money from them. The matter was ongoing.</p>	

	<p>Derrick reported that the handles on the cisterns in both Ladies and Gents' loos were very loose. They still worked but replacement of the loos should be considered as a future project.</p> <p>The crack in the outside wall of the Ladies' loo was a longstanding problem. It had been patched before and could be again.</p> <p>The water tank in the Gents' loo had no overflow. This again should be considered as there was a risk of flooding. A budget of £100 was agreed and Robert would look into it.</p> <p>John Bater reported that the electrics in the kitchen needed looking at – using all the kettles and the urn blew the trip. It was agreed that this was a priority and that Daniel Allyson should be asked to look at it and give his opinion of what action was necessary.</p>	<p>RM</p> <p>RM</p>
<p>Countdown to Christmas</p>	<p>This would be on Sat 10th December, doors open at 5pm and the countdown to the lights being switched on starting at 5.30pm. Mulled wine would be prepared by Jackie and all C'ttee members were asked to provide 12 mince pies. Hall decoration would be done on Friday at 10.30 am. John Bater would ask Snape Maltings if their tree would be available this year. If not, he would supply the tree. Liz would get 110 flyers to Jackie for distribution with the Christmas cards. A poster would be placed in the pub and on the notice board and Jackie would put a notice in the Parish magazine..</p> <p>Derrick had researched tree lights and it was agreed that he would have a budget of £50 to get something that was more visible. Tony said he hoped that the old lights would be used as well.</p>	
<p>Fund Raising</p>	<p>The Harvest Hop had been very successful although ticket sales had been disappointing. A profit of £153.75 had been made.</p> <p>It was agreed that ticket prices for the panto would remain unchanged. Jackie and Jane would contact the local Guides and Scouting groups to try to get more tickets sold for the Thursday night. Rehearsals were going well.</p>	
<p>Diamond Jubilee</p>	<p>Robert had attended a meeting of representatives from all groups in the village and various ideas had been put forward. The main day would be June 3rd and there would be events throughout the day, starting with sports on the Green, followed by lunch, then tea in the Hall, Evensong in the Church and finally an 'Event' at the pub. There would be an exhibition in the Hall covering the period from the 50's onward. Everything would be free to Residents except</p>	

	<p>the bar. Outsiders would pay for food. Jackie said the PC wanted all village children under 16 to have a commemorative mug/spoon/coin. They could not fund it directly so contributions would be needed from the village groups. John Dick said he hoped there would be something to interest the teenagers in all this.</p> <p>A better idea of all the events and costs would be available after the next meeting in January.</p> <p>Jane suggested floodlighting the church.</p>	
<p>AOB</p>	<p>Liz presented the accounts for the Keep Fit class. It was agreed that the Hall would underwrite the temporary small shortfall. Series 4 would continue at a higher charge and be reviewed when numbers were known.</p> <p>John Dick asked that the C'tee consider for discussion at a later date, the idea of becoming a registered charity. Funding would be more readily available, tax-exempt status would be confirmed, there are no fees involved. Application is fairly complicated but not insurmountable and compliance in future would be fairly low key as income is below £10, 000 – a balance sheet and report would be all that was required.</p> <p>The C'tee agreed that it should an item for the Agenda at the next meeting.</p> <p>Robert said he had received a quote for refurbishment from the company who did the floor. They suggested £750 to sand and polish.</p> <p>C'tee decided it was not necessary at this time.</p> <p>The date of the next meeting was set for Tuesday, February 28th at 7.30 pm in the Hall</p> <p>In the absence of any further business, the meeting closed at 9.30 pm</p>	
	<p>Next Meeting – Tuesday 28th February 7.30 pm in the Hall</p>	