

Garvestone & Thuxton Village Hall (New Build) Ltd

Minutes of Director's meeting Monday 7th November 2022. 7pm

Present. Stephen Smith (SS); Margaret Jennings (MJ); Jon Gooch (JG) Ruth Gooch (RG);
Dot Leeder (DL).

1. **Apologies.** Andrew Blake (AB)
2. **Minutes of previous meeting.** 7th October – No Amendments or comments were made.
3. **Matters arising.**

Bowls Club. Invoice outstanding? May need to chase
ACTION - AB to check and chase if need be

Insurance JG had checked with insurers and there was no specification for door locks so we should be OK with the current keypad system.

Cloakroom This had been cleared out earlier in the day by MJ, RG, and JG. Shelves brought down from upstairs. Further shelving or cupboards to be considered.

TPO MJ had not received a quote, and will seek alternatives
ACTION – MJ

Turbine Name on account needs to be changed.
ACTION - AB

Turbine and PV Income now received for backdated readings – over £1000.00

CCTV Rules need to be researched
ACTION – JG

Notice Board Enquiries for design and costs required
ACTION DL

4. **Finance and Banking**

Concern that there was no effective financial control at present. No up-to-date record of income and expenditure is available to the Board. If need be, we should employ a bookkeeper. Ideas of possible individuals were in mind.

ACTION – SS to discuss with AB

Banking – TGI Account being closed and funds transferred to GVH New Build Ltd. This to be recorded as a 'Donation from TGI in acknowledgement of services and items purchased'.

5. **Licences.**

SS had found that it is possible to have a licence with no named individual, at an additional cost of £23.00. Breckland guidelines state 'we advise getting legal advice'. MJ forwarded a useful e-mail address for licence dept. to SS for further enquiries.

ACTION – SS

6. **Car Parking – Licences for neighbours**

No further abuse had been received, nor any other come-back. Agreed that we need to clarify some points with Roger Margand (solicitor). DL offered to contact him and ask the relevant questions and see what options we have. No other action until after that.

ACTION – DL. Also to check if school/NCC need to sign licence annually.

7. **Car Parking – Improvements**

MJ had received three quotes. One for £7200; one for £6480+VAT and the last for £6300 incl. VAT. However, concern over current balances and income meant it was agreed not to proceed with all the work at present. Alternatives such as honeycomb matting for the bowls club end and trimming trees near school, but leaving ground as is.

MJ & DL to approach neighbour who may offer to reduce soil level by play area.

ACTION – MJ & DL

8. **Wall Lights**

Quote received from Paul Saunders to supply seven up and down lights, return trial fitting and all work to install and test. £1712.00. All agreed to proceed. SS Offered to fill holes in walls after fitting complete.

ACTION – JG to confirm and agree date for fitting.

9. **Hall Insurance Cover**

JG reported on an offer from insurers to fund an assessment of rebuilding costs. This to ensure any claim is not reduced by the 'claim averaging' system. If the valuation shows we need to increase our cover we are obliged to do so and pay any extra charge. Agreed to proceed.

ACTION – JG to complete form.

10. **Quiz Nights**

RG explained a plan to hold regular Quiz Nights, run by the hall, one each month, excluding summer months, with a shield awarded to the top team at the end of the year. The Garrod family have offered to run the first one in January. As the bowls club had led us to the question master and brought many participants, it was agreed they should be involved in a way that would help their fund raising. Agreed that they should be offered the chance to run the raffles each time, with proceeds to their funds. The hall to run the rest, entry, pop-up bar, snacks and tea & coffee.

ACTION – RG to negotiate with Bowls Club and question master. Also to arrange publicity.

11. **Cleaner**

JG & RG declared an interest and did not participate in the discussion on this topic.

MJ had met with potential candidate (Gillian) and shared a positive opinion on her abilities and attitude. MJ suggested we offer Gillian a one month trial. SS and DL agreed.

Also agreed to pay Rachel to 16th November on a pro rata basis for the part month. SS to cancel standing order. DL suggested we should give Rachel some flowers to acknowledge her many years of service.

ACTION – **SS** for standing order and cheque. **MJ** to contact Gillian and make offer and organise flowers.

12. **A.O.B.**

SS suggested we advertise for someone to run a Yoga class as our last classes had now finished. Entry to go in Group News and on the website, Facebook, etc.

ACTION – **MJ** for Group News. **JG** for website

MJ reported Nets were now up behind goals. Welding completed on play area.

Tug of War Rope. No news on S 106 money.

ACTION – **JG** to re-send quote to SS. **SS** to check on possible 106 grant.

Public Address speakers. Gift of stand alone unit for use on the QEII field from same person as donated the marquee (Party Tent).

ACTION – **DL** to send thank you note for both.

Command Hooks

Those fixed up for the jubilee event have been broken and it was agreed larger more robust ones were needed.

ACTION – **DL** to research larger ones and check cost.

Dead Tree.

Fields in Trust had no interest in the dead tree or its replacement, so it is up to us. Agreed we should replace during winter / spring. Possibly with an apple tree that people could enjoy the fruit from.

ACTION – **JG** to choose and purchase suitable tree after Christmas.

13. **NEXT MEETING**

Thursday 8th December 7:30pm. Upstairs in Meeting Room, entry via side door.

Meeting closed approx. 9 pm.