

KETTLEBURGH VILLAGE HALL COMMITTEE

Minutes of the Meeting held on Wednesday 31 January 2024 at 7.30pm in the Village Hall

Present: Andy Barton, John Brooke, Sue Brooks (Treasurer), Jackie Clark (Minutes), Peter Dring, Patrick Garland, Joan Mealing, John Mealing, Diane Smith (Chair), Malcolm Todd.

Ed Jardine (chair of Kettleburgh Parish Council) and Sonia Frost (Clerk to KPC) were also in attendance for item 4.

1. APOLOGIES:

Nora Duckett, Shelley Eaton, Simon Warriner.

2. MINUTES OF LAST MEETING:

The minutes of the meeting held on 8 November 2023 were agreed and signed as a true record.

3. MATTERS ARISING:

- Diane noted that the tree lighting on 1 December was a most successful event with a good number of adults and children attending. Diane thanked Patrick and Mandy for providing power for the tree lights and all those involved in planning the event.

4. D DAY CELEBRATIONS: Diane welcomed Ed and Sonia to the meeting and invited them to speak. Ed explained that this forthcoming event, planned for nationwide celebrations on 6 June to mark the 80 year anniversary of D Day, would be a further opportunity for village organisations – Kettleburgh Parish Council (KPC), Kettleburgh Village Hall (KVH), Kettleburgh Village Green (KGT) and St Andrew's Church to work together to provide a time of celebration. It was agreed that a sub committee, comprising representatives from each organisation should be formed:

Ed and Sonia – KPC

Joan and Roger Clarke – KGT

Malcolm and Andy – KVH

Jackie – St Andrew's Church.

Sonia will convene a sub committee meeting within the next month, adding that grant funding will be available, and that representatives should garner ideas for the event from their individual organisations, which will aid her application for funding.

National plans for 6 June include:

- bell ringing for peace at 6.30pm
- beacon lighting at 9.15pm

Patrick mentioned that he had made enquiries with a blacksmith in Easton about a permanent beacon for Kettleburgh. He hopes to be able to ascertain the cost involved. **Action Patrick.**

Trevor Jessop has some relevant historic documentation which he is willing to loan for display at the event.

Other suggestions included:

- souvenirs for children (need to check if local schools are planning this) **Action Andy.**
- using the newly purchased village marqu e
- using the war memorial in the churchyard as a point of focus
- booking a Portaloo – Sonia will do this

Ed and Sonia left the meeting.

5. TREASURER'S REPORT:

Sue reported that end of year funds were £12,267. This is £500 less than at the end of 2022, which was a good outcome, managing to keep our expenses under control and with enough income despite the loss of Scouts bookings. She will present full audited accounts at the AGM in March.

With regard to improved **heating** for the hall, Aaron Nobbs has quoted around £4000 + VAT for a new set of heaters, not including installation costs. However he suggested that a set of push timer switches for each heater would be more beneficial.

Andy has installed new **lighting** for the hall, making a great improvement to light levels. It was agreed that the middle row of lights should be changed to dimmable, giving more flexible levels of light for social events. **Action Andy.**

Lottery Grant update: at the beginning of January Sue applied for a grant of £20,000 for a 'Renovation and Efficiency Update Project'. Details of planned expenditure were not required for this application.

A response is expected by April. If the request is successful there will be a two year period allowed for spending the money.

6. 100 YEAR ANNIVERSARY OF THE VILLAGE HALL

It was agreed that this event should be celebrated in the autumn, with the Village Hall available for several days around a Coffee Morning for an exhibition and other celebratory events. Patrick will make arrangements to visit the Wickham Market Archive Centre, where relevant documents produced and collected by Wilda Woodland are stored. **Action Patrick.** There are also some documents and plans in our storage shed.

7. EVENTS/FUNDRAISING:

- Diane expressed thanks to Joan and her team for a most successful **Curry Night** on 27 January. John M reported that the profit from the evening will be in the region of £450 - £500, to be shared between village organisations.
- **Spring Talk on Conservation and Farming** – Diane will contact Patrick Barker with a choice of Friday 15 or 22 March. Patrick has his own projector and screen and can provide a flyer for advertising the event. Tea, coffee and biscuits will be available. There will be a raffle. Diane noted that there was generally a 'bird' theme for raffle prizes at Patrick's talks. **Action Diane.**
- **Mother's Day Afternoon Tea** – Sunday 10 March from 2.30 – 4.30pm. This event will include an activity area on the stage for children to make craft gifts for their mothers, organised by Jackie and others from Orebeck Benefice churches. Joan will provide a party table for children's food in addition to tables set for afternoon tea.
- **Monthly soup Lunch** – John Brooke and Rowena were thanked for organising this new venture. It will continue on the 3rd Wednesday of each month from 12.30 – 1.30pm, with a choice of two soups available. There was a profit of £34 from the first lunch.
- Diane played a short excerpt from a CD of music played by 'Back Porch', a band whose drummer now lives in Kettleburgh. Mike Southall and his wife Jane would be pleased to hold a fund raising event for the village, with costs to cover the other band members travelling expenses. They would like a bar available at the event. It was agreed that this might be possible later this year or next year.

8. INSPECTIONS & TEST REPORTS:

John M reported that all is up to date, reminding the meeting that next year the five year inspections will be due. He will upgrade the First Aid box and add a new accident report book. **Action John M.** He had received hall key no. 9 from John Bater. This was handed to Diane for safe keeping.

9. AOB:

- Although Simon was unable to attend this meeting, committee members had been sent his email concerning the October flooding of the Village Hall during an extreme weather event. There had been some discussion of this matter at a recent Parish Council Planning Meeting, with a suggestion that some of the water run off and subsequent hall flooding was due to activity on Simon and Harriet Warriner's land. Simon will soon be improving drainage on his field, but has suggested that drainage at the village hall also needs attention. Malcolm will ask Tim Chase (former KVH committee member) for his recollections about drainage **Action Malcolm.** Diane will contact Graham Mooney and John Bater (both previous KVH committee members) seeking their advice and recollections **Action Diane.** Patrick will check the nature of water flow into the ditch **Action Patrick.** It was also agreed that Peter and Andy will make contact with Simon in the next two to three weeks for his advice. **Action Peter, Andy.**

10. DATE OF NEXT MEETING:

The AGM to be held on the 13th March 2024 (followed by a committee meeting)

The meeting closed at 9.05pm.