

BRANDESTON VILLAGE HALL MANAGEMENT COMMITTEE MEETING

Minutes for meeting on Monday 3rd March

Present: Mary Ketley, Michael Cousens, Kathy Churchill, Andrea Bays, Terry Robinson (TR), Tim Randell (TimR), Marian Randell, Jan Baldwin and Connie Grimwood

Apologies:, Sue Fisher, Cara Duffy and Ruth Garratt

The minutes dated 27th Jan 2025

MC added an amend re the supplier being Love Energy.

All signed off as accurate.

Chair's Welcome:

Mary welcomed the committee to the meeting.

Matters arising from the last minutes:

Horkey Tickets:

Mary confirmed that the £300 from the previous Horkey is being held in the Church account. It has been ring-fenced for this years' Horkey to either sub the ticket price or pay for entertainment, After this year, any profits will be split 50/50 with the Hall.

Painting from Martin Chapman:

Kathy confirmed that now the weather has improved she will contact Martin and arrange for a choice of paintings to be brought to the hall so we can choose one and also confirm where it will go – this may depend on the size.

The insurance company will cover the painting for accidental damage at no extra cost but if we want it insured for theft we need to get a valuation.

Action: Kathy to liaise with Martin

Oil and water supplier:

TR advised that we will continue to use Framtrade for the oil as they are competitive and local. MC advised that the rates we have with WAVE are also competitive so we will stick with them. MC asked re the broadband as Love Energy will also quote for this but all agreed that we are happy to stick with Fram Broadband.

British Gas bills:

British Gas is now connected to our Smart Metre so from now on the bills will be accurate as based on actual readings.

Key Register:

There is still confusion re this.

Action: Cara to check all keys and set up the register.

Financial Report:

AB reported as follows:

Community Balance: £11, 457.60

Maintenance Balance: £17,084.70

She confirmed that these figures reflect the fact that £10,000 had been transferred to the Maintenance account to cover the cost of the Solar Panels.

AB has looked into higher interest accounts with Barclays but the best they offer is 1.6% so we will leave as it is.

Expenses in Jan were higher than usual as we have just paid for 1500lt of oil and the heating

was based on an estimate – see above as this has been resolved.

The accounts need auditing but AB is unsure if Richard will be able to do them this year. KC suggested Persephone Booth as she does the Kettleburgh accounts.

Action: Andrea to ask Pippa if she would do the audit.

Maintenance Report:

TR reported that the water softener is not working but is covered by a 7 year guarantee so he has booked an engineer to come and take a look on the 14th March.

The cigarette stubbers are now fixed and the bike rack is fine to leave in the shelter.

Re the bingo machine, Jess has taken this to be fixed and has confirmed it will be back and working in time for the 22nd March.

Playground:

We cannot order the bark until the grant has been confirmed. We have £3000 currently put aside and as soon as we know re further funding this will be booked.

We also need to pressure wash the equipment - both MK and CG have long hoses (!) so we should be able to set this up but TimR will ask Geoff if he has a garden tap we could use.

Action: Cara to book in for the weeds around the playground and tennis courts to be sprayed. She will liaise with Tim R in case we need to shut off the play area for 24 hours after it has been done.

Action: TimR to check with Geoff re the water and then arrange a date to clean the equipment.

Website:

Kathy, Cara and Jess have a meeting on the 4th March to go through the layout and design of the new website so that this can now be progressed.

Grants:

MK has spoken to Vince Langdon-Morris re the grant of £3000 from Mid Suffolk Capital Grants. He will let us know if this has been successful.

Hall Bookings:

MK advised that Mary Baker had been in touch as she wanted to run the Holiday Club over three days but there was a clash with one of the regular classes. All agreed that if possible we should try and facilitate the club.

Action: MK to talk to CD.

Calendar of Events:

Bingo 22nd March: This is the night after the pop-up and they have confirmed that they will leave the bar all set up and also the tables and chairs.

Jan has designed a poster with the key details – 7pm start, £5 a head entry, bring your own snacks, £1 per game to pay, cash prizes. Connie agreed to be the contact for tickets.

MK has spare paper and pens and may also have spare bingo cards from last time. She also confirmed that Mary and Paul Baker are happy to be the callers. MC will run the bar.

Action: JB to send the poster to Darryl for the village email.

Fete 21st June: KC confirmed that Kettleburgh will not be having a fete this year so there is no worry of clashing with them. MK has sent an initial email to the past fete committee members to see who is happy to help and set up the first meeting. Agreed to start at 2pm and carry through to the evening as the pop-up will also be running.

20th Anniversary Party: Date set for 12th July and the format to be an afternoon tea with Pimms, strawberries, cakes etc.

AGM:

This is booked for 31st March at 7.30pm.

There will be a short committee meeting beforehand at 7pm.

Mk advised that Sue had been in touch and would be stepping down as a committee member at the AGM. She has offered her ongoing support and help with fundraising events which is much appreciated.

Action: MK to send Darryl the date so he can put it on the village email.

Action: MK/KC to do the agenda and send this out to the village the week before.

AOB:

MC – advised that Malcolm did not trim the branches of the tree by the playground as there was discussion over how much to cut down and the cost. Geoff asked for more than just the overhanging branches to be trimmed and this would cost approx. £250. We need to decide on how much of the tree should be trimmed and get a proper quote.

Action: MC to ask Malcolm and KC to ask her contact Frank – both are certified for the use of chainsaws.

MC has noticed that the hall is usually free on Saturdays so perhaps we should look at running more fundraising events on this day.

TimR – asked if the committee could send all correspondence to his email and he will share this with Marion.

CG – commented that the toys piled in the ladies toilet look a mess. We have discussed turning the shower into a storage cupboard in the past so all happy to revisit this as agreed it is not a very professional look. KC wondered if it was time to invest in a shed for all the toys.

Action: TR to look at both of these options and report back.

CG – also commented that the paintwork in the main hall is looking scruffy, especially below the rail and suggested we have a painting party. All agreed that this should be looked at as a job for the autumn.

DATE OF NEXT MEETING – Monday 31st March at 7pm
followed by the AGM at 7.30pm