

## NEEDHAM VILLAGE HALL MANAGEMENT COMMITTEE

Minutes of meeting held on January 10<sup>th</sup> 2012

1. Wishing everyone a Happy New Year George opened the meeting at 2.30pm
2. Members present: Caroline Dear, Brenda Hider, Harold Jefferson, Pauline Spinlove, Dennis Tavner and Jean Youell.
3. Apologies received from Revd Clive Hudson and Andrew Major.  
Cindy Asprey is recuperating after a recent illness.  
Brenda will send a Best Wishes card to Cindy on behalf of the Committee.
4. Minutes of the meeting held on November. 8<sup>th</sup> 2011 were taken as read
5. **Correction none. Matters arising, see items below**

### **6. Chairman/Treasurers report**

- a) George thanked Brenda for the chair trolley provided by the Social & Wine Club
- b) Our Chairman has been successful in gaining two more Grants.  
£2000 from South Norfolk District Council and £2000 from Needham Town Lands Trust.  
Brenda will write a letter of appreciation to the Secretary of the latter, Mrs Sylvia Miller.  
These much welcome Grants will be used for carpet tiles in the annex, and acoustic tiles in the main hall.  
Brenda will arrange a suitable date with John Doe of Diss for the fitting of the carpet tiles.  
After looking at samples of tiles, the Committee chose Saturn Auburn 9310.  
Dennis and Harold offered to fit Rising Butt Hinges to all three doors  
Once the tiles are down Diane may ask for an upright vacuum.  
  
Andrew will be asked to make the necessary arrangements for the acoustic tiles.  
The application for a Grant to cover the kitchen radiator work was unsuccessful but current Hall funds will cover this. Colin Walker hopes to do this work in two to three weeks.....
- c) Nigel has not replied to the e-mail George sent to him in November regarding his final invoice. The Committee all agreed the responsibility was now with Nigel.
- d) Following the check on the play area by Play Safety Ltd various recommendations have been dealt with
- e) The Hall Annual Insurance of £774 (less than the previous year) has been paid

Currents Funds: **Hall A/c £5334** (includes £4000 in Grants) **Reserve A/c £2345**

### **7. Events Organiser's report.**

- a) Caroline said the Supper/Quiz evening on December 10<sup>th</sup> 2011 was well attended and made a net profit of **£201.41** for Hall funds. All agreed that Caroline and her team had done an excellent job; it was an enjoyable evening and their hard work is much appreciated.

**b)** A meeting has been arranged for **Tuesday 24<sup>th</sup> January at 7.30pm** at the Red Lion in Needham. Caroline hopes to form a Committee of villagers who will want to help organise an event to commemorate the Queen's Diamond Jubilee in June.

## **8. A.O.B.**

**a)** Caroline said she had experienced some difficulties with the corner electric cooker in the Hall kitchen on Dec. 10<sup>th</sup>; it would only work on timer. Brenda also had problems when the Social & Wine Club held their Christmas Supper on Dec. 20<sup>th</sup>, on this occasion the fuse tripped several times when the same cooker was used.

George will speak to Steve at Sight & Sound re having both cookers checked over.

If necessary, we may need to have the system checked for an overload problem or need to purchase a replacement cooker

**b)** Jean reported that Lettings were good.

The Flower Club have now booked the Hall to May 2012

**c)** Pauline will organise a Jumble Sale for **Saturday March 10<sup>th</sup> 10am to 1pm**

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Thanking everyone for their input the Chairman closed the meeting at 3.20pm

The next meeting is on **Tuesday February 14<sup>th</sup> at 2.30pm** in the Hall

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NB

The carpet tiles will be fitted on Monday January 30<sup>th</sup>.

The carpet fitter will liaise with George who will open up the Hall.

A card has been sent to Cindy and a letter to Sylvia.

Brenda Hider Secretary. 12<sup>th</sup> January 2012