

SWANTON MORLEY VILLAGE HALL TRUST

A meeting of Swanton Morley Village Hall Trust was held on Monday 13th May 2024 at Swanton Morley Village Hall. The meeting commenced at 7pm.

Present: Mr R Atterwill (Chair), Mrs B O'Dowd (Vice Chair), Mr B Almond, Mr D Turner, Mr J Venworth and Mr J Phillips, Mrs A Walker-Fraser, Mr J Rodrigues and Mr S Gauntlett.

Also in attendance was Mrs K. Pickard (Clerk) and two members of the public.

1. To receive apologies for absence

None received

2. To receive declarations of interest

Mr Atterwill declared a personal interest in item 5b

3. To agree and sign the minutes of the Village Hall Trust meeting held on 8th April 2024

Mr Venworth proposed these are accepted seconded by Mr D Turner and carried

4. To receive matters arising from the minutes of 8th April 2024

None were received

5. Finance

a. To Receive a Finance report from the Clerk

The Clerk reported that the Bottom line figure for April 24 was £10,402.36.

The Village Hall is now coming into the busy private hire season so it is hopeful that the income will now show increases.

The £500 D Day grant fund has been received.

The clerk is currently working on the draft 2024/2025 VH budget to include the forecast of projected income for the year.

The electricity bill has reduced by £350 per month.

b. Accounts to approve for payment.

Payee – March 2024	Description	Type	Amount
O2	Phone bill	Direct debit	£29.71
Breckland Council	Business Rates	Direct debit	£44.00
YU Energy	Electricity	Direct debit	£804.74
TV Licence	TV Licence	Direct debit	£13.25
Ansvar Insurance	Village Hall Insurance	Direct debit	£147.46
Force Fresh	Consumables	BACS	£115.01
Lappin Group	Little Swans plumbing	BACS	£103.96
English Security	Half yearly service	BACS	£90.00
Goff Petroleum	Heating oil	BACS	£1053.13
Dereham Electrical	Annual Emergency lighting	BACS	£349.00
		Total	£2750.26

Mr Rodrigues proposed the payments are made seconded by Mr Venworth and carried

c. To consider the cost to restore the Main Hall floor

The Clerk reported that there is remedial work required to restore the main hall floor. This is a piece of work that needs to be carried out as the floor is beginning to degrade and there are visible bald patches and it is causing powdery residue to form. Unfortunately a monthly booking has been cancelled as the organisers felt the floor was not in a good enough condition.

There have been two site visits with two contractors to put together a quote to restore the floor.
Edward Hyde - £6276 – no VAT to be added.
Blitz Clean - £5760 – inclusive of VAT

The Village Hall does not have the funds available to cover the whole piece of work so the Clerk would like agreement to ask the Parish Council for assistance of £5000 towards this work. This would be a fixed repayable loan over two years – to include any interest accumulated from the Nationwide account.

£5000 / 24 months - £208.33 per month + Interest rate as at 31/03/2024 - 2.25% = £213.17

Mr Atterwill proposed that subject to financial funding from the Parish Council that the Village Hall Trust appoint Blitz Clean to carry out the work seconded by Mr Phillips and carried.

d. To consider delegated authority for expenditure relating to the D-Day event

The Clerk reported that the D-Day event will incur small costs as things are ordered and put in place for the event.

The Clerk would like delegated authority with Mrs O'Dowd to spend the £500 grant funding as it is required,

Mr Rodrigues proposed that delegated authority is given to the Clerk, Mrs O'Dowd and Mr Atterwill for the event funding seconded by Mr Gauntlett and carried

6. Maintenance

Mr Atterwill would like thanks placed on record to Mr Venworth for the re-decoration of the bar lounge area.

Mr Venworth will then be carrying out the painting in the ladies toilet and disabled toilet.

Mr Philips has offered to keep the external areas of the building up to good standard.

Mr Gauntlett is also going to be refurbishing the planter at the entrance of the car park.

The Mardler has now been delivered and there is a poster inside asking for volunteers for gardening. This would be a good community project for outside the Village hall in the planting areas.

The hanging baskets also require planting.

Mr Atterwill then reported that himself and the Clerk had met with a local company Wise Green Energy to review the energy costs of the building and provide a quotation to install PV Solar panels onto the roof.

This could potentially save the Village Hall 40% in energy cost.

The Clerk will circulate the quotation.

7. To receive an update on the D-Day Event

The Clerk confirmed that the D-Day event being held on Saturday 8th June will run from 2pm until 7pm.

The tribute singer is booked to sing between 6pm and 7pm

There are donations from Lincoln House, Terry's butchers, Swanton Morley Stores, and Natterjack Catering to provide a small afternoon tea. Norfolk Mantiques are also providing some WWII memorabilia.

Mr Almond will be providing the music during the day and Mrs Almond is setting up children's activities.

The beacon is being lit at 9.15 on Thursday 6th June.

8. To receive any correspondence relating to the Village Hall

Nothing received

9. To request items for the next agenda

Hall floor

Solar panels

Budget

10. To agree the date and time of the next meeting to be held on 8th July 2024

All agreed

Approved by _____ Date _____

Signed _____