

**Minutes for Wadenhoe Village Hall Committee Meeting: 1 November 2023, 7pm
(serving the villages of Wadenhoe, Achurch, Lilford, Pilton,
Stoke Doyle and Wigsthorpe)**

Present: Nick Hollands (NH) (Chair), Jan Lea (JL), Catherine Burbage (CB), Susan Groom, Shaun Lynch (SL) (Secretary)

Apologies: Sylvia Neal, Nicola Guise, Justin Clarke

1. Minutes of the previous meeting (13 September 2023) and pending items

Minutes

The minutes were approved and distributed for posting on noticeboards

Charity Commission Report

The report has not been submitted. CB will liaise with NG regarding formal submission once she has addressed a number of minor audit queries.

Portrait of the King

NH has begun to explore options with the aim to have a framed official portrait of the King by year-end

Sub-Committee

An events sub-committee with responsibility for organising events of benefit to the villages had been proposed. The Committee agreed to close this item due to lack of further interest. Events have been organised on an ad hoc basis.

Bank Statements

CB will liaise with TSB to ensure that bank statements are not posted to former Committee members.

Liquor Licence – NH has clarified this issue. The booking terms make appropriate reference to the licencing requirements. For local events such as the Christmas party or a harvest supper, a community disapply notice is in force as members of the Committee are in attendance. No further action required.

2. Financial Update from Treasurer

CB confirmed that there have been no material expenditures since the last meeting. The balance of the current account as of end-October is £49,608. Ytd parking revenues are £6,908. Bookings of the Hall remain low.

3. Village Hall Christmas Event

As previously confirmed, the event will be held on 9 December. The Committee discussed various organisational matters, including the distribution of flyers and catering arrangements. SL agreed to provide a separate summary of the points discussed. It was agreed to hold a further meeting at the end of November to finalise planning

4. AOB

The pest controller has successfully resolved the issue of mice in the Hall loft. NH will now arrange a professional deep clean of the kitchen. The scope of this task is not within the range of services provided by the Hall's regular cleaner. It was agreed that, although the Hall is not producing food for sale, such a deep clean should be undertaken on an annual basis.

It was noted that the fees for Smith's fire extinguisher service are expected to increase materially. Further details are to be provided.

5. Date of Next Meeting

Tuesday, 28 November 2023 at 7pm