

Clopton Village Hall AGM and Committee Meeting
Thursday 18th April 2019 at 7.30 pm
at Clopton Village Hall

1. **Present :** Diana Dawson (Chair), Alan Backhouse, Della Hughes (Booking secretary), Richard Taylor, David Hayhow (Treasurer), Doris Main, Sue Christensen (Vice-chair and minutes).
2. **Apologies :** None.
3. **Thanks to Alan Backhouse :** Alan has decided to resign from the committee owing to pressure of work. Diana thanked him on behalf of the committee members for all his hard work over the years, and presented him with a gardening voucher. Alan then left the meeting.
4. **Election of officers for 2019/20 :** As the present officers are willing to continue in their roles, Richard proposed that they should be re-elected en bloc. This was seconded by Doris Main and carried by the meeting.
5. **Minutes of last meeting on 10th January 2019 :** Agreed and signed.
6. **Matters arising :** Fire exit and assembly point notices are now in place. Warren has requested that the hedge on the concrete road side of the field is cut back to make mowing easier. This has been started by John and Diana Dawson and David Hayhow. Richard offered to provide a gate at the hedge opening for mower access from the concrete road.
7. **Treasurer's report :** There was a trading profit in 2018 of £466. Income to date in 2019 is £1916, expenditure £1590, giving a trading profit in 2019 so far of £325.
8. **Replacement of exterior woodwork :** Replacement of bargeboards and soffits has been completed to a satisfactory standard. Diana to send completion reports to funding bodies and arrange publicity in the Grundisburgh News thanking them for their support.
9. **Maintenance plan :** One fluorescent tube in the main hall has had to be replaced recently, leaving five part-used tubes in stock. It is planned to eventually replace the tubes with 18 LED lighting panels. David to obtain quotes to have this done professionally.
The metal hook holding the front door open keeps breaking. A stronger alternative being looked into.
The light over the entrance is broken. John Dawson to fit an LED replacement and a new light at the far end of the building.
Richard offered to fill the potholes in the carpark.
Diana and Della have given the hall interior a Spring clean. After discussion with Warren, it was decided to invest in better industrial-quality cleaning equipment and materials. Diana to investigate.
Warren will sweep the floor after the Spinners' afternoon so that it is clean for the Pilates class next day, following complaints.
Diana to try to remove more old varnish from the notice board and re wax it.
The grass around the building and nettles on the mound need strimming.
The picnic table needs scrubbing.
The outside waste pipes from sinks etc need replacing.
10. **A.O.B. :** Diana to ask the Parish Council if it wishes to appoint a councillor to attend VH meetings.

Vandalism – a polycarbonate sheet in the notice board has been broken again. Diana has informed the Parish Council.

The hall has been booked for a wedding in August. Della has been asked if two of the guests helping to clear up next day can stay in a tent on the field overnight. There was no objection.

11. Date of next meeting : The diary was not available. Della to circulate possible dates.