

**Clopton Village Hall Committee Meeting**  
**Thursday, 1<sup>st</sup> February 2018, at 7.30pm**  
**At Clopton Village Hall**

1. **Present** : Diana Dawson, Alan Backhouse, Sue Christensen, Della Hughes, David Hayhow, Richard Taylor.
2. **Apologies** : Doris Main
3. **Minutes of the last meeting on 5<sup>th</sup> October 2017** : Agreed and signed.
4. **Matters arising** : The electricity meter has been replaced. The new kitchen door has been fitted, paid for by profit from the fete held by the Parish Council. Thanks to Alan for trimming the laid hedge and mending the hinge on the gate, and to others for keeping the hall in good condition.
5. **Treasurer's Report** : Due to a computer problem, David was unable to provide a copy of end-of-year accounts. He has submitted a financial report to the Charity Commission which has already been circulated. The hall has broken even over the last year with bank reserves of £7000. Della commented that she felt that there had been fewer booking enquiries recently.
6. **Outdoor Maintenance Plan** : A winter working party will be arranged to tidy the outside facilities. The five-a-side goals will be repainted in the spring. Alan to continue hedging. Weedkiller to be applied around the posts of the play equipment to clear area of weeds and grass, avoiding further strimmer damage to the posts. Richard said this should be done when the weeds are growing strongly again. The Parish Council notice board is in very poor condition. Diana offered to scrape off flaking varnish and oil the wood.
7. **Inside Maintenance Plan** : A long-term maintenance and improvement plan put together by Diana, David and John was discussed. Most of the improvements suggested for the kitchen and toilet areas were decided to be low priority at present. It was agreed that there should be some touching-up of internal paintwork to cover scuff marks. The two remaining original toilet seats are to be replaced with a superior 'sta-tite' design. Estimated cost £60. The fluorescent lights in the main hall will need replacement soon as 8ft tubes are no longer available. The proposal is to fit LED panels, which will give a better quality light and slightly reduced energy consumption. Estimated cost is £400 if we do the work ourselves. Richard has offered the use of his scaffold tower. Work to be done late spring/early summer.
8. **A.O.B.** : There was further discussion on the merits of repainting or replacing the soffits and barge boards. Richard felt that repainting would be false economy because of the high cost of scaffolding, and that the boards and guttering should be replaced with UPVC. It was decided to update quotes obtained in January 2016 and look into sources of funding. Sue to contact Specialised Fixings and Falcon Fascias for new quotes. David to get a quote from Barry Clamp. Tony Fryatt of SCDC and Robin Vickery of SCC to be approached for funding.
9. **Date of Next Meeting** : 12<sup>th</sup> April 2018