

**Clopton Village Hall Committee Meeting**  
**Thursday, 8<sup>th</sup> December, 2016, at 7.30pm**  
**At Clopton Village Hall**

1. **Present** : Diana Dawson, Alan Backhouse, Doris Main, Della Hughes, David Hayhow Sue Christensen.
2. **Apologies** : None.
3. **Minutes of the last meeting 13<sup>th</sup> October, 2016** : Agreed and signed.
4. **Matters arising** : The piano has gone to the Debach Museum.  
The cracked and missing rubber feet on the chairs are gradually being replaced  
Thanks to Doris and Della.
5. **Winter Working Party** : Diana thanked all those who cut the hedges, strimmed edges, weeded etc.
6. **Play Equipment Update** : Sue reported that we were still awaiting the SCDC funds for the cradle swings and that she would contact Terri Embury to ask her to chase them. David said that as there were sufficient funds in the VH bank account, we should go ahead and place the order now. Sue to do this.
7. **Schoolscapes Response to RoSPA Report** : The recent RoSPA inspection revealed that some of the wood in the play trail is rotting. As this has a ten year guarantee, Diana contacted the suppliers, Schoolscapes, sending photos and details from the report. She is still awaiting a response and will contact them again in the New Year.
8. **Larder Fridge and Microwave Replacements** : It was decided to buy a fairly inexpensive, basic microwave, and a larder fridge from Hughes. Diana and David to organise this.
9. **Relocation of Electrical Switches and Provision of Car Park Lighting** : It was decided not to replace the recently broken flap in the bar so that the light switch easily accessible.  
The Parish Council is planning to fit an emergency generator at the hall. It was decided to ask the electrician fitting this to relocate the kitchen light to the other side of the door, and fit some more outside lights.  
David said a fluorescent tube in the hall needs replacing. There was some discussion about replacing the lighting system with a more efficient design once we run out of tubes.
10. **Drainage by the Front Entrance** : This continues to be a problem. Diana to ask Ronnie Woods about the position of the drains in the area.
11. **Finance** : David presented the accounts. So far this year income stands at £5109.02, and expenditure at £4710.29. Cash in the bank account on 8<sup>th</sup> December 2016 was £7,769.41. This includes grants from Adnams and SCDC Enabling Budget for the swings.  
David said that the boiler has recently cost £735 for maintenance and repairs and we shall need to plan for its replacement soon.
12. **Distribution of VH Minutes** : Della is circulating the minutes on the Clopton News email at the request of the Parish Council.
13. **A.O.B.** : Diana said that the New Year's Eve Dance will run as usual.  
50% of profits will go to to the village hall.  
We have been offered a used PVC door for the kitchen. David to check if the size is suitable.  
Alan would like to have a key to the hall. David to have one cut.

Terri has asked if the Parish Council can fit a new lock to the CPC cupboard. This was approved.

Gifts have been taken to Richard Taylor and Bob Tye on their retirement as Chairman and Caretaker respectively. The committee would like to thank them both for their many years of hard work and support for the hall.

Diana said that the committee would welcome new members. Della to ask for volunteers when publishing the minutes on the News email.

14. **Date of Next Meeting** : Thursday 23<sup>rd</sup> February 2017 at 7.30pm.