

Clopton Village Hall Committee Meeting
Thursday 4th July 2019, at 7.30pm
At Clopton Village Hall

1. **Present** : Diana Dawson,Della Hughes, David Hayhow, Doris Main,Richard Taylor, Sue Christensen.
2. **Apologies** : None
3. **Minutes of the last meeting on 18th April 2019** : Agreed and signed.
4. **Treasurer's Report** : There is a trading deficit of £5653.31 for this year, following payment of bill for bargeboard replacement, and expenses following the recent break-in.The balance in the bank account is £7591.80.
5. **Replacement of exterior woodwork** : The invoice of £5623.20 has been paid. Diana has provided the funding bodies with completion reports and has sent details to the Parish Council, the Grundisburgh News and the Clopton News
6. **Repairs following break-in** : The bill for cleaning up the toxic powder sprayed from the fire extinguishers was £780. The main doors were damaged beyond repair and replacements will cost £1200. These have been ordered. The key safe was broken and has been replaced at a cost of £78.70. A claim will be made from the insurance company for reimbursement. Thanks to Della and David for dealing with the situation so efficiently.
The fire extinguishers have been replaced with CO2 type. There was a discussion about improving security. It was suggested that a light should be fitted at the end of the building nearest the B1078, and that CCTV should be considered.
7. **Hall Cleaning** : Warren has given in his notice and will finish at the end of July. A Clopton resident has been approached to take over the role.
8. **Grounds** : Adrian Yallop has taken over the mowing of the field.
There have been two requests for memorial benches to be placed near the village hall, and one for a tree to be planted in the grounds. The village hall management committee has no objection, but will not be responsible for installation or maintenance. As the items will remain the property of the families involved, they cannot be covered for theft or damage by the VH insurance.
9. **Maintenance** : Thanks to John Dawson, who has replaced the outlet pipes at the front of the building. Diana suggested that the cupboard for cleaning equipment in the meeting room should be replaced with a built-in one with sliding doors, the left-hand side lockable.The doors in the lobby need revarnishing.
10. **A.O.B.** : Della has had a request for nappy changing facilities to be provided in the disabled toilet. She will research costs, etc.It has also been requested by hirers that comfortable chairs should be provided in the meeting room for nursing mothers.Availability and cost of suitable chairs to be investigated.
11. **Date of next meeting** : 10th October 2019