

Committee Meeting – 11th September 2025

Draft Minutes

In Attendance: Fred, Paul L, Paul J, Susan, Chris, Ian, Megan

1. Previous Minutes

Minutes from the August meeting were agreed.

2. Electrician

Electrician expected Tuesday to carry out the electrical safety check.

3. Keys

Keys for the bar and cellar need to be recovered from Carol. Ian will ask Carol for the keys. Chris confirmed he does not have any keys.

4. Events – Cher Night

Cher Night was a success. Ticket sales covered costs and bar sales were strong.

5. Play Area

Chris has contacted Wickstead. A surveyor will inspect the play area.

6. Finances

Paul presented the finance report (see attached sheet).

A direct debit was set up in error; refund expected.

Net profit of £247 recorded.

Oil has been purchased, expected to last until spring.

Electricity meter had not been read since May. Reading submitted; bill of £451 now due. Paul will submit regular readings.

Paul is reviewing alternative energy suppliers.

HSBC contingency account incurs a £5/month charge. Committee agreed this needs to change.

Paul has visited the bank to arrange new signatories and online banking with NatWest. Online charity banking should improve efficiency and provide more up-to-date accounts.

Committee agreed another signatory and online banking are required.

Ian confirmed satisfaction with the clarity of Paul's financial system.

7. Committee Roles

Roles to be discussed and confirmed at the AGM. Includes management positions and trustees (e.g. holding trustees to liaise with Parish Council).

8. Chairmanship

Fred announced he will stand down at the AGM. Committee expressed great sadness and gratitude for Fred's long service.

9. AGM

Date set for 9th October at 7pm. Dates for pre- and post-AGM meetings to be confirmed. Susan has printed and displayed AGM notices on public boards.

10. Hall Hire

Upcoming bookings include:

- Private party – 13/9
- Ponto Plod – 14/9
- Football group – 15/9

- Private party – 20/9
 - Macmillan Coffee Morning – 27/9
 - Pottery group (catering for 40) – 28/9
 - Fine Arts – 6/10
 - Private party – 11/10
 - Village Centre Halloween/Firework party – date to be agreed (to avoid clashes with other local events).
- Website bookings now easier as availability is visible online.
November: 70s Night, Alfie's Party.
Several December bookings already confirmed.

11. Any Other Business

Pre-AGM meeting to be arranged. Date/availability will be coordinated via committee WhatsApp group.

Meeting Closed: 8.30pm

Chair: _____

Date: _____

Secretary: _____

Date: _____