

Salhouse 2000 Committee Meeting: Monday 23rd October, 2017.

Present: Martin Carney (Chair), Sarah Oldfield, Shirley Shorten, Pat Barnes, Sue Potter, Shirley Blow, Rachael Constantine.

Apologies: None

REVIEW OF PREVIOUS MINUTES: 24th July 2017. The previous minutes were reviewed and agreed correct.

1 Matters Arising:

Item:	Action:	Assigned
Leaflets	Rachel has produced leaflet to promote village hall, particularly as a children's party venue. It may be distributed via SAGA and also selected leaflet drop	Rachael/Martin
Cleaner	A new cleaner has been appointed. Martin to inform Pensions Regulator and purchase additional cleaning items.	Martin
Keybox	This has been installed outside the front door and Martin changes the code on a weekly basis. No problems have been noted. Martin will give 2018 codes to Pat for future bookings.	Martin/Pat
Trustee	Maria will continue as Trustee and will continue to receive minutes and be invited to future meetings. Martin will ask locally and in SAGA for a new trustee	Martin
Website	This is ready for viewing and feedback. Martin will circulate details to Committee for comment	Martin

2 Current Finances

Current Account Balance: £10,252.69

Moneymaker Account: £20,331.22

Both balances continue to be stable. HSBC have requested a meeting with Treasurer to update their records. **Action:** Sue to contact HSBC and find out more. Martin agreed to attend with Sue if necessary.

The end of year accounts have been audited and are waiting to be signed off. Once this has been completed the Treasurer will make submission to Charity's Commission. **Action:** Sue to check with Auditor and update Charity Commission website.

3 Planning Application Update

Chairman & Secretary updated committee with outcome of Broadland District Council Planning Committee meeting on 4th October. The application has been deferred for two months to allow the applicant to make amendments regarding access and the flooding report. Future options were discussed by the committee. It was decided the committee would review the revised submission once it has been received to decide what appropriate action needed to be taken. **Action:** Rachael to see if she knows a building surveyor and pass details to Martin to get a view on the Village Hall access and hall foundations.

4 Christmas Fayre - 2nd December 2017

Arrangements for the Fayre were discussed. The majority of stalls have already been booked and other tasks were agreed by the Committee (list enclosed).

5 **Maintenance**

Hall Floor: Martin has repaired the floor in the storage area.

Car Park Clean Up: It was decided to leave this until the Spring.

Keys: Martin has had 2 keys cut. **Action:** Martin to deliver these to Pat.

6 **Winter Heating Times:**

A list of winter heating settings was circulated. **Action:** Sarah will set the heaters to winter settings from 30th October onwards.

7 **AOB:**

Stage: Salhouse Garden Club have requested to use the stage for their Christmas Party.

This was agreed. **Action:** Shirley Shorten to find out who is contact for stage.

Clock: It has been noted the clock in the kitchen is missing. **Action:** Martin to find out what has happened and replace if necessary.

AGM:

The next meeting will be the AGM: **Friday 19th January 2018 at 8pm in the Memorial Hall.**

This will be followed by a regular Committee Meeting.