



Meeting notes of the Whole Hall meeting held at Lingwood Village Hall on Tuesday 16<sup>th</sup> November 2021 at 7pm when there were present Ben Bethell, Brian Whiskin, Kerry Sturman, Paul Sheldrake, Laura Sheldrake, Phil Henry, Carla Sutherland, Jim Marshall, Janet Marshall, Carl Johnson, Richard Bethell, Phil Barnes, Angela Whetter.

Members of the Public – Anne Bone, Tony Gould, Susan and Bruce Clowes. Adam Blake joined at 8:40pm.

Representative of the Parish Council – Mike Ingram.

**Apologies from:** Steve D’Souza, Matt Dingle, Clare Gordon

Ben gave a welcome to all.

**Declarations of Interest:** Wages – Kerry, Carla, Ben, Sam, Paul and Laura

- **Actions from previous meeting:**

- Grant application for awnings – completed. Awaiting confirmation installation – March 2022
- LVH & SWFC agreement – awaiting further response from SWFC for further discussions.
- Courtyard lighting
- Queens Jubilee – in progress with LBPC
- Office extension
- Camping 2022
- Sunday Food service
- Woodland Trust
- Anglian Water Smart antenna

- **Hall Manager update:** Kerry gave an overview of office progress. PDF attached with minutes. Ben suggested a charge to Petanque of £100 for use of lights. **Action** Kerry

- **Social Club update:** Kerry gave SC update in Clare’s absence. Co-option of Laura Sheldrake, Susan Clowes and Bruce Clowes on to the Social Club Committee. All agreed.

Bruce suggested installation of a fruit machine into the bar. No cost. 50% split of takings is given to the club. All agreed in principle to trial. Over 18s only, staff to switch on/off and monitor usage. **Action** Bruce/Clare

A proposal is to be made at the next meeting regarding bar opening times. **Action** Bruce/Kerry

Bruce passed on information regarding various events for Clare to research and book. **Action** Clare

Bruce to work on a new sign to advertise opening hours. **Action** Bruce

- **Finance update:** As at end of Oct 2021:  
Opening balance of working account - Oct 2021: £3,969.59

Income £13,543.96

Expenses £12,159.99

Closing balance end Oct 2021 £5,080.56

Overall we have £38,080.25 across both accounts. This compares to £36,874.44 at close of December 2019.

- **AOB**
  - Waste – There was concern with levels of waste and discussion as to whether a weekly collection should be provided by Biffa. This would be at an additional cost of £57.02 per month. Rubbish levels to be monitored and additional lifts to be booked on an adhoc basis. **Action** Kerry
  - Trees – Ben suggested there is a need for 20 posts for the oak trees. All agreed. **Action** Ben
  - Pathway – Quote needed for brickweaving the front pathway near the noticeboard. **Action** Kerry
  - Terracycle – Tina continuing to look for grant funding. Storage solutions are needed for the accumulation of collections before thresholds are reached for sending off. **Action** Tina

Next meeting Tuesday 18<sup>th</sup> January 2022 7pm

Minutes agreed by Ben Bethell – Chairman: Signed..... Date.....

Minutes produced by Kerry Sturman – Hall Manager: Signed.....Date.....

# LINGWOOD VILLAGE HALL AND GROUNDS MANAGING TRUSTEE COMMITTEE.

Registered Charity Number – 303999

Mr Ben Bethell (Chair)  
62 Station Road  
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Norwich  
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(Treasurer)  
Phil Henry  
Lingwood

Secretary  
Brian Whiskin  
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