

# Minutes

## Rendham Village Hall Management Committee

Tuesday 9<sup>th</sup> 2024 7:30 pm Village Hall

Present: Peter Addington, Denis Moore, Mary Gregory, Jane Silvester, Jean Palmer

### 1. Apologies

David Willet

### 2. Minutes of previous meeting

DM signed as true record

### 3. Matters arising from the minutes

Electric safety check has expired, remains outstanding

Fire Risk assessment completed, wiring, lighting and firefighting appliances all up to date.

Guttering leak resolved

Tiling of the wall under ladies' hand drier has been completed

Recycle bin arranged and delivered, stored in the shed

Hot water system in the kitchen up and running

### 4. Financial update

Attached

All committee members to fill in id forms for Barclays Bank

### 5. Operating Schedule

Peppercorn rent to be paid **JP**

## **6. Building improvements and Maintenance**

Kitchen Clean up due – **MG** to arrange a group to clean the kitchen

## **7. Any other business**

Chairman presented a letter passed to him on a previous occasion outlining the church position in relation to the carpark. As the matter had been discussed in detail at the AGM the correspondence is retained purely for reference and has been read by all committee members present.

Discussion took place regarding the Community Café payment of hire fee. This resulted in committing a standard hire fee of £10 per session. Committee agreed to this being acceptable from October 2024.

### **Date of next meeting**

22<sup>nd</sup> July 2024