

MINUTES

Hawstead Community Council Meeting Monday 27th of February 2023

Topic	Description	Action by whom	Action by when
1. Welcome and apologies	Those present: Susanne White, Ali Bovill, Amanda Lomas-Farley, John Shipley, John West, Caroline Miller, Louisa Jackson and Bob Brough. Apologies were received from Sarah and Shannon Bullen.		
2. Approval of Minutes of January Meeting	Minutes from our previous meeting were checked and agreed.		
3. Matters arising not listed elsewhere	None.		
4. Treasurer's report	<p>The double charging for the bins has now been sorted out. We will receive only one invoice from April onwards, but the total will be the sum of the current invoices. So we are not being charged twice. We continue to struggle to get the NatWest account sorted out but Louisa is chasing.</p> <p>There will be £800 going out shortly for the Music Licence. The accounts are being checked in readiness for the audit in mid-April before our AGM.</p> <p>Louisa will be dealing with the Charity Commission resubmissions to remove John's signature from the online documents and add the extra detail required.</p> <p>The re-draw for the consultation prize was done again after one winner refused the prize. The prizewinner wishes to remain anonymous.</p>	LJ	
5. Hall Bookings	<p>The May elections have been booked at the village hall for 4 May. The Silversmith workshop has been booked for 29 April. The Lent lunch has been booked.</p> <p>There has only been one wedding booking for 2024 – at £1650. Is it a reflection of the price rises, post COVID settling, or something else? We need to keep a careful watch on this.</p> <p>The revised Terms and Conditions of hire need to be signed off so they can be included in future bookings. Approved. SW will amend and upload.</p>	SW	
6. Hall Management, Maintenance and Equipment	<p>Curtain materials have been approved and Sarah will liaise with the supplier to place the order for delivery ASAP. There may be a slight discount due to the volume of the order.</p> <p>The kitchen flooring is being replaced in March, with the Pebble Grey option.</p> <p>We are having repairs done to the Hall flooring in March, plus a polish before the weddings start.</p> <p>CCTV Cameras – A remote access system is being installed at the same time as repairs are being carried out to the power supply, etc.</p> <p>We will be having the sound system attended to in March – sound limiter, extend Bluetooth, extend wireless microphone.</p> <p>Play Area resurfacing. There are various options being looked into, including a 'man with a digger', Rupert Brown removing the spoil, a quote for a company to do all the work, including provision of a membrane. A company in Cambridge can provide bark, a membrane, and sand, for around £6000.</p> <p>Susanne, Ali and Amanda carried out a stockcheck recently, thank you. Chris Pamplin has had a go at the high cobwebs.</p> <p>Sarah and Faith are going to clean the radiators and wooden surfaces, as well as the tables.</p>	<p>SB</p> <p>SW</p> <p>SW/JS</p>	

	John Shipley is going to check all the chairs, and repair where possible. A new outside picnic bench was installed today!	JS	
7. Events	<p>We have a number of villagers without access to e-mail, and Caroline volunteered to get in touch the old-fashioned way – by talking with them! Once we know their needs, we will ask neighbours to print and deliver the VV as required.</p> <p>Curry Night. So far, we have 20 villagers booked in. We have a maximum capacity of 60. Louisa and Caroline will do flyers, and Ali volunteered to distribute them, with anyone else who would help.</p> <p>Plant Fair. Caroline has free seeds available for folk to collect and grow on in advance. A lady who gives pottery demonstrations lives close by at Lawshall. SW will ask whether she wishes to attend with some of her products for sale.</p> <p>Easter events. There will be a delivery of HCC Easter eggs to the village youngsters (SW to arrange), but no Easter Sunday event, as the church is doing one.</p> <p>Shantyfolk. They are booked for the 21st of October. We will probably apply for a Bar licence.</p> <p>Coronation plans. Amanda reported that Lesley will not be able to make a cake, as she will not be here. It was suggested that Andrea might be able to help us. We discussed what to include for the occasion – Afternoon Tea, Glass of Fizz. Sarah and Caroline have cakes stands, should we need extras. We can use the in-house sound system. Caroline has cloths for the tables.</p> <p>Pantomime – Nobody has come forward to take this on for 2023.</p>	<p>CM</p> <p>ALF</p> <p>CM</p> <p>SW</p> <p>SW</p> <p>ALF</p>	
8. Any other business	None.		
9. Date of next meeting	Monday the 24 th of April.		