

Tivetshall Village Hall report July 2023

Hall Improvements - Discussion to consider a garden room extension to take place at next Committee meeting. The outgoing Treasurer, Rob Alleguen-Porter, advised the Committee that any action required to apply for the grants made known to the Parish Council could be made by the PC Clerk.

Insurance - A policy has been taken out with Zurich. Specific cover for village halls. A condition is we seek independent review of the end of year accounts. This is not required by the Charity Commission. Sandra l'Anson has agreed to carry out the review.

Hirers Handbook - Final draft has been circulated to Committee for approval. Comprehensive document which covers all aspects of the Hall and any activities by one off and regular hirers. A copy of the final document will be circulated to all parish councillors for information.

Lighting - Evolve to carry out the replacement of lights to LEDs. Scheduled for 1st September.

Fly screen at back kitchen door has been installed.

Insect Zappers and Kitchen window blinds - to be installed asap by Committee Member.

Cleaner - Review with Ellie to take place end of July.

Events - FOTS garage sale and indoor tables 23rd July;

Fun Quiz evening Friday 8th September £5 per person teams up to 6 people.

Autumn Craft and Food Fayre 7th October

Due to reduction in hires the Committee are considering other fundraising events including a Psychic Night and a Race Night.

Volunteers - more events require more volunteers. An advert to go on social media has been prepared. All volunteers and existing Committee members will be DBS checked.

Next meeting Tuesday 25th July