

Barsham & Houghton Village Hall Committee

Meeting Minutes

Monday 15 September 2025 at 7pm, The Granary, West Barsham, NR21 9NP

Those present: Andrew Ross, Grace Howlett, and Margaret Hulme.

No apologies were sent

1. **Welcome by the Chairman and consider any apologies for absence**

The Chairman welcomed all those present.

No apologies were received

2. **To approve minutes of meeting held on 21 May 2025**

The minutes were signed by the chairman, on behalf of the committee, as a correct record.

3. **Receive report from the Treasurer & discuss financial matters**

Current Bank Balance = £23,540.25

4. **Village Hall updates**

Refuse collection has been resolved with small bins (general waste / recycle) to be placed on site, initially with a fortnightly collection. This will be reviewed in December to ascertain whether this is the right level of collection. The large green bin will be removed.

Actions

- MH to check whether 1st Academy Dance school pay rent for August (nothing yet received for August 2025 although rent of £600 had been received for August 2024.)
- MH to submit annual Music License renewal documents.
- MH to enquire whether Luke Garrett (Electrician) would be available to carry out AT testing at the Hall
- MH to request Amy continues research on appropriate WiFi for the hall (including the possible placement of a small aerial on hall roof)

Future Actions

- Car Park - Andrew to check car park / tidy hedging as necessary.
- Gutter clear out and clean to be carried out later in the year.

5. **AOB**

With there being no further business, the Chairman closed the meeting at 19:31 pm.

Date of next meeting Monday 17th November 2025 at 7pm BUT TO BE CONFIRMED

Signed:.....Date: