

**Minutes of ORAC committee meeting held at Occold Village Hall - Tuesday 11th
September 2012**

Present

Di, Donald, Linda, Nigel, Gordon, Nigel, Martin, Rob, Lindsey, Angela, Scott

Minutes from last meeting 12/06/12 this was recorded as an informal meeting and no minutes were available from this meeting.

Correspondence – none received.

Treasurer's report: Di reported that income was only £100 above expenditure, this meant there was little money in account at the moment, although more monies were due for outstanding hall hire. It was noted that there had been several exceptional costs in the last 3 months, such as repairs to car park. It was reported that regarding the village hall retention fund there had been no additional requests for release of any monies. Di also reported we now had a much more favourable rate with OPUS energy which should approximately halve the village hall electricity bill from November.

Update on village hall cleaning – Di reported that 2 cleaning staff had been successfully recruited.

A question was raised regarding VAT, as a registered charity, do ORAC need to pay VAT. It was established that committee led charities do pay VAT.

Officers payments – Payments made to officers were reviewed. Small payments have been made to the officers, Chair, vice chair, Secretary and Treasurer to cover expenses made in the course of office. This has currently been £30 for these officers. It was agreed that the Chair and Vice Chair would remain at £30 and Secretary and Treasurer at £50 paid annually.

The recent after fete meeting was discussed as several members had been unable to attend. The date of next years fete was set as 6th July
It was noted that 8 fete sponsors from this years fete had still not paid the sponsorship monies.

For next years fete, the main points were:

Job list to be made

File for all information – Rob to do timeline

Scott to ring band, bouncy castle, etc

Football completion – to be extended if interest could be generated

To make sure we make use of the website to advertise effectively.

Village hall items were discussed. It was reported that double glazing was now ordered for the storeroom and kitchen window to further limit noise escape. Acoustic hoods installed and completed and appeared to be working effectively.

Mid Suffolk District Council enforcement policy was discussed as part of a general discussion on sound proofing. The committee was reminded that the noise abatement order on the village hall would not be lifted and previous planning conditions had been amended to be in line with the enforcement notice.

It was reported that the fire alarm has been going off regularly – this was maybe due to a build up of heat in preschool office.

Maintenance Issues were discussed firstly the door to store room had been damaged and required repairing, it was unclear who had been responsible for this damage and it had not been reported to the committee. It was noted that hirers are responsible for damage caused.

Damage to playground gate, the security catch on the playground gate had been damaged, Scott agreed to look at this.

Linda reported there was a door to be repaired in Pre School (fire exit) – the carpenter called had been unable to completely repair.

The main Front Door, door has dropped and is hard to shut, need Di to contact carpenter to look at all doors causing problems.

Caretaker – Di had some possible interest in caretaker role, it was agreed to contact regarding doors and caretaker job.

An autumn fund raising event was discussed – An American night was suggested but weather may limit the appeal of this. It was agreed on Indian night/Bollywood for the autumn and agreed for 10th Nov. The possibility of some led Bollywood dancing was to be investigated. Lindsey would come up with menu for approval by committee members, a job list and timeline would be created. The evening would involve a 3 course buffet + drink for a £15 ticket price the event would start at 7pm, Indian lager, ale + std lager would be stocked. A Spanish event was suggested for the spring.

A review of hire charges was discussed, it was agreed that rates should be set to encourage local people use. There were still some concerns over hires been discouraged by noise restrictions. When sound proofing is completed and if compliance established, the committee would make efforts to promote further hall hire. Currently no noise escape is permitted after 9pm. Di to establish local Suffolk rates, price must attract people against noise problems. It was suggested the following, but the committee would check other local rates.

Frequent £5.50

Local £10

Standard £17.50

Event charge were discussed, such as rates for wedding receptions etc, members would consider and send ideas to Martin for review/further discussion.

The Saturday market was discussed it was agreed that the committee were grateful to Barry and Pat for the efforts put into this and the committee agreed that they would like these to continue as before through 2013. It was agreed that the car boot aspect would be dropped as this had not been the main part of the market. Donations had previously been made to help for Heroes, however it was agreed that the beneficial charity could be East Anglian air Ambulance for 2013 in line with proceeds from the

Beaky Book Sale. The committee agreed they were happy to be led by Barry on deciding the charity.

2013 meetings 6 weekly alternate tues/weds

It was noted that the signs for village hall car park were now in place. The Pre-school sign still needs re-instating.

It was reported that Trees/hedging by school allotment was growing through the fence into a residents property, Scott/Gordon to look.

Footpath behind village hall had become very overgrown. Di reported this had raised with the parish council

It was suggested that volunteers be sought for a playing field tidy up on Saturday 27th Oct at 10:00.

Village green maintenance, Donald mentioned that others living in the vicinity of the village green might be able to help to keep this area tidy.

Christmas dinner is set for 1st December.

Meeting closed at 21:30

Date of Next Meeting – Wednesday 21st November 2012