

Minutes of the ORAC committee meeting 13 November 2013

Present: Rob, Donald, Nigel, Di, Dee, Linda J, Gordon, Martin & Lindsay.

Apologies: Anne, Linda SP, Angela, Scott.

Minutes: Of the previous meetings were accepted with one amendment.

Treasurer: Di distributed the latest balance sheets and high-lighted that the final payment to ES&H had been made from the main account. The remaining monies in the New Village Hall account, would shortly be transferred into the main account. The monthly direct debit to Anglian Water has increased from £25 to £34 and Di would keep a check on this account to ensure that we don't pay over more than we need to. Discussion took place concerning the Phone and Broadband package held with BT. Di would contact BT to see if there was a less expensive way of providing this service in the hall.

There were two invoices for approval:

- 1) Payment to Rob Fiebelkorn for maintenance around hall and playing field.
- 2) Request for contribution towards cost of Fire Risk Assessment.

These were both approved with, committee wishing to pay the complete cost of the Fire Risk Assessment as, ORAC has overall responsibility for safety matters in the hall.

Matters Arising:

- 1) It was felt that the Wild West Theme night was a great success, with particular praise for the Harvey Boys.
- 2) RoSPA had carried out their annual inspection of the Play Area, resulting in several action points needing attention. Di passed the report to Gordon, so that he and Scott could see that the necessary works were undertaken.
- 3) Lindsay or Dee would contact Lesley Hull regarding the purchase of a new oven for the hall. This was complicated by the fact that we really needed a 'commercial' one and, this would mean that a different extraction system needed to be installed. Dee would also speak with Billy concerning this.
- 4) Discussion took place around plans for the Christmas Dinner, being:-
 - a) Committee to meet at the hall at 10.00am to prepare and set up.
 - b) Menu to be – Soup, Turkey/Beef + trimmings, Christmas Pudding, Pavlova and Lemon Posset. Followed by Coffee and Mints.
 - c) Dee & Lindsay to do the 'main' shop. Rob to purchase the vegetables. Nigel to provide two turkey crowns. Angela to make Pavlovas. Rob to make Lemon Possets. Donald to set up bar. Nigel to order beer.
 - d) ALL committee need to SELL TICKETS for this event and take payment before the night, where possible.

- e) Provided we can achieve a minimum number of 70 diners, we will hire in crockery etc, which would mean that minimum washing-up would be required! **Alice** (Regan) had offered to help serve on the night and, committee were pleased to accept this.
 - f) **Di** to email the poster to **Rob**, for printing of A3 size and, she would distribute Flyers at the next Luncheon Club.
- 5) Amanda and Dan Hull wished to organise a 5K Fun Run in conjunction with the 2014 Fete. Committee thought this was a good idea and **Di** would contact them to let them know our decision.
- 6) Di had booked dates for 2014 committee meetings and events as follows:

Friday 8.00pm 29 November 2013 –	Decorate hall for Christmas
Saturday 7 December 2013 –	Christmas Dinner
Wednesday 15 January –	Meeting
Friday eve/Saturday 7 & 8 March –	Caribbean Themed Nite
Tuesday 11 March –	Meeting
Saturday 26 April –	Quiz
Wednesday 14 May –	Meeting
Tuesday 10 June –	Meeting
Friday/Saturday 4 & 5 July –	Fete
Wednesday 23 July –	Meeting
Tuesday 2 September –	Meeting
Friday eve/Saturday 4 & 5 October –	Irish Themed Nite
Wednesday 15 October –	Meeting
Tuesday 11 November –	Meeting
Friday eve/Saturday 5 & 6 December –	Christmas Dinner

Other Items Concerning:

Village Hall

- a) Rob updated committee concerning the need to seal the rear fire-exit door, more effectively. This would entail either better seals or, building a porch to the rear of it. Seals would be looked at in the first instance and **Di** would ask James Buckingham from MSDC, who his acoustic contacts are regarding this.
- b) Discussion took place concerning the need for more storage space. Di had obtained quotes from a sealed container provider. This matter would be discussed further, once it was clear what work was needed on the fire-exit door.

Play Area

Committee discussed the maintenance carried out by Rob Fiebelkorn and, it was decided to accept his quotation to carry this work out through-out 2014. **Di** to contact.

Village Green

Di would contact Rob Fiebelkorn to ask whether he would include Maintenance of the Village Green in his quotation.

Any Other Business:

- a) Discussion took place around future Theme Evenings and, it was decided that we would hold a Caribbean Nite in March 2014 and an Irish Nite in October 2014. **Di** to give prior advertising in Oracle.
- b) Sophie and Marc (Beaconsfield Arms) had contacted committee concerning a 'Mobile Bar'. Following discussion, it was decided that we would be pleased to promote this for Non-ORAC events.

Date of Next Meeting: Wednesday 15 January 2014