

## **ORAC Committee Meeting Minutes 16.11.17 @ 19:45**

**Present:** Dave Cox, Sandra Cox, Jill Crouch, Anne Stainsby, Di Noller, Alison Davenport Jones.  
Gordon Erhorn arrived 20:27

**Apologies:** Neil Flack

**Absent:** Neil Sizer, Nigel Woodhouse

DC opened the meeting at 19:50 and welcomed JC to the committee. The minutes were read and agreed

### **Treasurer's report**

DN distributed the latest report, file on copy. Total cash assets = £17,164.01.

The Watchman sensor isn't working and may need to be replaced, but DN ensured the oil tank is full after a recent top-up delivery.

AS asked about the ForeWood floor payment: DN explained the deposit required by ForeWood floors was £6738.60 and the insurance company have paid us £6488.60, leaving a difference of £250.00 for us to pay, which was the excess on the policy

Quiz income was £1022.40. After outgoings, profit of £444

AN asked if preschool payments are up to date: DN said the payment would be made soon. AS asked what their payments include. DN clarified: Room downstairs + supplies, 25% of the upstairs room, garden outside.

Various suggestions were made for the re-organisation and repurposing of the upstairs room. Committee members will clear out ORAC property to create an area that could potentially be hired out as a meeting room. To be discussed further at the next meeting.

### **Pre-school notice board request**

DN explained that a sign indicating the location of the preschool was removed from the driveway entrance when Fentwell House was built on land sold to the publicans by ORAC several years ago. Preschool are now asking ORAC to pay for a new sign at a cost of around £40. As the sign for the village hall is on the school ground, Paul Parslow-Williams has to grant permission. Resolution of this issue moved to a future meeting.

### **Hall: Extension update.**

DC explained the situation with the planning application: Initial response from the council planning department is that options 2 and 3 are viable and would most likely receive consent.

Committee members present (forming a quorum) agreed option 3. Brian Hull has kindly offered to dig the foundations, ORAC will pay for the concrete. DC will confirm arrangements with the council and make the application before 16 December.

**New floor:** scheduled for delivery 2 January but needs to be stored prior to fitting. Lunch club, youth club etc will not be affected. DN will advise the church so they have time to remove their items.

### **Storage.**

DC and ADJ have cleaned and organised the upstairs storage area, creating space for shelving and more accessible storage. Broken and worn-out items have been recycled / disposed of. DC will continue to construct shelving. Several large boxes of files belonging to the preschool need to be removed and destroyed: DC has informed Linda.

### **Revised hire charges**

Postponed until next meeting

### **Christmas dinner**

DN gave a breakdown of the 2016 Xmas dinner: 89 people ate 3x20lb turkey crowns, 3xbeef joints, 95 pigs in blankets from Eye (£72), hire costs from banqueting services: Crockery, cutlery, glasses and tables: £284. Profit £553.

For 2107, ticket sales are limited to 80. Four youngsters will help serve, clear tables and stack crockery and cutlery for collection by the hire company. An order was placed with Banqueting Hire Pulham for tables, cutlery, glasses and crockery, to be delivered 30 November.

### **AOB**

DC thanked the members involved with quiz night.

ADJ questioned the format of the monthly village fayre and asked why it is advertised as presented by ORAC even though the committee has no involvement. DN explained that ORAC historically facilitates the event by waiving the hall hire charge, and also allowing the preschool to provide tea and coffee to help them increase revenue.

AS and ADJ suggested ORAC could have more input into how the event is organised, how proceeds are used, and questioned why there is no pitch/table fee. Stall holders could be asked to donate an item from their stock to be used as raffle prizes at ORAC events as this is standard practice at other community market/ fetes/fayres. To be included on the next meeting's agenda.

Next meeting scheduled for Tuesday 12<sup>th</sup> December at 19:45

Dave closed the meeting at 21.35