

## KETTLEBURGH VILLAGE HALL COMMITTEE

### Minutes of the Meeting held on Wednesday 14 January 2026 at 7.30pm

Present: John Brooke, Jackie Clark (minutes), Peter Dring, Shelley Eaton, Patrick Garland, (chair)  
Joan Mealing, Malcolm Todd.

**1. APOLOGIES:** Andy Barton, Sue Brooks, John Mealing

*Patrick expressed best wishes to both Sue and John M. who were unable to attend the meeting due to illness.*

**2. MINUTES OF LAST MEETING:**

The minutes of the meeting held on 17 September were agreed and signed as a true record.

**3. MATTERS ARISING:** Patrick noted that the handle of the main entrance door is loose and needs attention. He has contacted Homestyle UK, the suppliers of our new doors and windows. They will visit on 15 January to investigate.

**4. TREASURER'S REPORT:**

Sue sent the following report for Quarter 4 2025:

Bank Account Status as of December 31st 2025 - Barclays Current Bank Account £11,862.07

Petty Cash: we have a small petty cash fund of £17.58

These are the pre-audited end of year account figures; full audited accounts will be presented at the March AGM.

**5. EVENTS/FUNDRAISING:**

**Bingo night:** a further date had been fixed for this event. Malcolm explained that whilst it had been arranged to take place on 28 March, he is not now available on that evening. It is however possible that Jim Duckham and Pete Winder will be able to help out. Malcolm will liaise with Nora and confirm by email to the committee a firm date for this event. **Action Malcolm.**

**Curry Night:** Joan reported that the curry night will not now take place this year, as it has not been possible to find enough helpers in January. It was agreed that there would be a break this year and it is hoped to run it again next year.

**Steve Western Evening:** a date in the autumn will be fixed when Malcolm meets Steve later this week. Patrick will then make arrangements with Steve. **Action Malcolm, Patrick.**

**Other fundraising ideas:**

- Joan wondered whether we should consider restarting an occasional **Village Breakfast**. It was noted that whilst there is a monthly breakfast run by local churches in Hacheston Village Hall, an event in our village hall would be an opportunity for newcomers to Kettleburgh to come along. Shelley offered to help.
- Peter added that he is planning a fundraising event on 5 September for a local charity, to which committee members would be invited. He kindly offered to allocate 10% of funds raised to our Village Hall, for which he was thanked.

## **6. INSPECTIONS & TEST REPORTS:**

John M. sent a report that all tests are up to date.

## **7. AOB:**

- John mentioned that the gable ends of the roof are in a poor state of repair, needing either repainting or replacing with uPVC. Patrick will ask advice from Homestyle regarding plastic replacements, seek three quotes for uPVC replacements and also get a quote for repainting for comparative purposes. **Action Patrick.**
- Patrick reported that the Christmas tree lights need replacing. Jackie will investigate mains lights and Patrick will research the possibility of solar powered. **Action Jackie, Patrick.**
- It was noted that we are at present short of two committee members. Patrick will arrange for a message asking for new members to be added to the Parish Email Distribution List (PEDL) **Action Patrick.**

**8. DATE OF AGM and NEXT MEETING:** Wednesday 18 March 2026 at 7pm (committee meeting to follow AGM)

The meeting closed at 8pm