

SWANTON MORLEY VILLAGE HALL

Charity Registration No: 1015751

Manns Lane, Swanton Morley, Norfolk, NR20 4NP

Tel: 01362 637166

Email: parishcouncil@swantonmorley.org.uk

Twitter: @SwantonClerk



Dated this day 8th February 2023

Kelly Pickard

(on behalf of Swanton Morley Village Hall Trust)

The next meeting of Swanton Morley Village Hall Trust will be held on 13th February 2023 at Swanton Morley Village Hall at 7pm.

Business to be Transacted

1. To Receive Apologies for Absence
2. To Receive Declarations of Interest
3. To agree and sign the minutes of the Village Hall Trust meeting held on 12th December 2022
4. To receive matter arising from the minutes of 12th December 2022
5. Finance
 - a) To receive a finance report and consider any recommendations
 - b) Accounts to approve for payment

Payee – January 2023	Description	Type	Amount
O2	Phone bill	Direct debit	£26.21
Eon	Electricity	Direct debit	£558.24
Breckland Council	Business Rates	Direct debit	£83.00
Biffa	Waste collection	Direct debit	£124.50
TV Licence	TV Licence	Direct Debit	£13.37
Ansvar Insurance	Insurance	Direct Debit	£158.67
Swanton Morley Farms	Peppercorn rent	Standing order	£1.00
Lacons	Bar stock	DD	£1360.84
Wave	Water bill	BACS	£620.89
Stu Lee	Clean cover	BACS	£70.20
Goff	Heating Oil	BACS	£1375.16
TP Fire	Fire Alarm	BACS	£235.20
JD Catering	Maintenance	BACS	£221.50
Lappin Group	Emergency plumber	BACS	£103.56
Force Fresh	Consumables	BACS	£322.68
Surelock	Replacement lock	BACS	£72.00
Staff costs	Cleaner/Bar	BACS	£1122.13
		Total	£6469.15

Payee – February 2023	Description	Type	Amount
O2	Phone bill	Direct debit	£26.21
Eon	Electricity	Direct debit	£558.00
Breckland Council	Business Rates	Direct debit	£83.00
Biffa	Waste collection	Direct debit	£104.00
TV Licence	TV Licence	Direct Debit	£12.57
Adrian Forder Associates	Replacement boiler consultation	BACS	£3120.00
		Total	£

c) Accounts to approve for payment for members with a pecuniary interest

Payee – February 2023	Description	Type	Amount
R Atterwill	Heater/Rock Salt	BACS	£49.58
			£49.58

d) To consider a proposal from the Clerk to change breweries

e) To discuss items for consideration for the 2023/2024 budget

6. To Receive a report into the maintenance of Swanton Morley Village Hall and agree any actions necessary for improvements and health and safety compliance.

i. To consider a tender for the replacement heating system

ii. To discuss a proposal for a replacement projector system

7. To receive an update on the Warm Hub/Community café

8. To discuss correspondence received from Little Swans

9. To receive an update on the hirer agreement and corresponding documents

10. To receive any correspondence relating to the Village Hall

11. To request items for the next agenda

12. To agree the date and time of the next meeting to be held on 13th March 2023

13. To receive a proposal to close the meeting to the press and public for item 12 for the reason that the content of discussion relates to Staff matters (permitted under Section 1 para 2 of the public bodies (Admission to Meeting Act 1960)).

14. Staff matters