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## Minutes of Brettenham Village Association Meeting, 9th January 2023

Present	Ozzie	Chair
	Lizzy	Secretary
	Julie Ozficici, Pete Knight, Annie & Nick Tavener, Alyson Wilson, Val McGill, Mick Kelly, Peter Truin, Gary Roberts, Mark Baker, Katrina Kearns, Dave Percy, Michelle Brown	
Apologies	Emily Woods, Beverley Cronk, Jo Buckingham, Martin Schofield	

Item	Minutes	Action / lead	
1. Intro	a. Matters arising from previous meeting.	Chair	
	Risk register – It was decided that a Risk     Register was not going to be required.		
	PDF for kitchen hygiene – Confirm this action point during next BVA Meeting.	Jo Buckingham	
	Gazebo purchase – Julie is tracking the prices, which are currently high. Awaiting a price drop	Julie	
O. Domonto from	- T	Office a Creation	
2. Reports from Officer Group	a. Treasurer:	Officer Group	
	Getting back to pre-pandemic income levels; on target for this year.  Main expenses have been: TV, aerial & licence.  This year to date £4900 spent more than income.  The accounts were produced and accepted by all attendees.	Mark	
	Frequency of Window cleaning to be examined.	Ozzie	
	b. Booking Clerk:	Julie	
	There are some new bookings for the next few weeks but no more regular bookings. Charges (hall and bar) to be reviewed by Officer Group. Date tbc	Ozzie	
	c. Bigger Ernie Co-ord:	Emily (via	
	171 tickets sold last year and this year so far: 116 tickets with payment promised 107 tickets with payment received (not reconciled to bank but received written confirmation)	email)	

	10 tickets not renewed		
	6 new tickets so hoping this will break even by the end of Jan		
	Would be good if anyone can talk to neighbours or any new people moving in who aren't a subscriber and encourage them to join.		
	d. Bar Manager:		
	New pint glasses and flutes have been purchased.	Peter Pete K (wine	
	Wastage of draught beer has been high so polypins have been purchased instead (higher price per pint to buy).	saver)	
	Wastage of wine had also been raised again. It was decided that more vigilance and control by the volunteer bar staff was necessary. A series of simple measures will be implemented to cut down on wastage.		
	Do we need paid bar staff for events? Suggest we ask for volunteers first before paid staff.		
	e. Caretaker Team:		
	There is no dedicated Caretaker and therefore no report was submitted.	Ozzie	
	f. Trustees:		
	Currently we have two trustees - Gary Roberts and Paul Bendall.	Gary/Paul	
	There will be a meeting in March to discuss progression of registration of legal title of the village hall.	Ozzie/Nick	
3. Village Hall Matters	<ul> <li>a. Building Custodian/Caretaker/Cleaner</li> <li>b. VH Cleaner. Suggested to combine caretaker and cleaner into one paid role, £15 per hour. Nick proposed Ozzie for the role and Annie seconded.</li> </ul>	Ozzie	
	c. Key distribution. There are 20 keys for the village hall. Ozzie to do a trawl for 2 missing keys	Ozzie	
	d. Dogs - all events will stipulate if it is deemed dog friendly, inside/outside. It was stipulated that	Ozzie	
	Sunday Village Inn (VI) will be a dog friendly VI event.	Ozzie	
	e. Sign to be purchased for the bin for 'No dog fouling'	Ozzie	
	f. Smoking and vaping in the hall - sign to be purchased	Ozzie	
	g. Fridge needs replacing £120 for a new fridge - Lizzy proposed, Dave seconded	Ozzie Ozzie	

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	h. Wet floor sign to be purchased i. Mark Baker identified an issue with the electricity meter. We need to incorporate a smart meter, but the phase needs to be changed. Must be sorted before 1st March - advice will be sought from Dan Brown	Dan
4. Future BVA & Village Events	Thanks to Emily and Pete for running the VI on Christmas Eve.	
	Friday Village Inn: Feb - Wagu Burgers Mar - Mobile Pizza Company April - Church May – vacant (possible coronation event on Sat 6 <sup>th</sup> ) June - Bloaters July - Meat and Greet Gourmet Grill	
	Quiz Night – 28 <sup>th</sup> Jan. Pete would like to put out a plea to all for raffle prizes.	Pete K/All to note
	March 11th – Wine tasting event in village hall run by the owner of the Kings Head (Bildeston) more info to follow	Mick
	April 29th – Shanty evening #raisetheroof £15 per ticket Details within the Brettenham Mag.	Mark/Ozzie
	Coronation - move Friday VI to Saturday evening for a 'Coronation' Village Inn	Ozzie/Allyson
	Summer Fair – Incorporating a Brettenham Classic car show date tbc	Annie
	Brettenham V Brettenham Cricket Club match tbc	Harvey Daniell
	Apple day tbc	Gardening Club
1. <b>AOB</b>		
	NYE '23 - volunteers required to organise the next NYE event	Michelle
1. Date for next meeting	3 Apr 23	All to note

Lizzy Keoghane BVA Secretary