

Village Hall Modernisation Working Group

Notes of Meeting 18th March 2025



Attendees:

- Cllr Ivor French Wickham Market Parish Council Chairperson
- Cllr David Chenery Wickham Market Parish Council Vice Chair
- Sue French Wickham Market Village Hall Trustee & VH Treasurer
- Cllr John Horsnell Wickham Market Parish Council
- Steve Flavell Wickham Market Village Hall Trustee
- Clive Edmonds Wickham Market Village Hall Trustee & Treasurer

Apologies

- Al Besley Clerk Wickham Market Parish Council
- Stuart Gunn Wickham Market Village Hall Trustee
- Gloria Creasey Wickham Market Parish Council
- Cllr Sally Noble ESC Councillor for Wickham Market Ward
- Sam Kenward Communities officer for Communities, Framlingham, Wickham Market, Kelsale and Yoxford and surrounding villages

Traffic Route Through Long Stay Car Park

Despite numerous emails no response was received from ESC Parking Manager Anne Parker regarding our site discussions for possible route through long stay car park for village hall traffic we can only assume ESC does not wish to discuss our suggestions any further
No further action is proposed at this time unless we receive a response from ESC

Richard Sewell QS Cost Plan

Chair issues 3 bound copies of QS cost plan to working group members all had received electronic version - 1 to Steve F, 1 Ivor F, 1 for the Clerk
No concerns or issues were raised regarding QS cost plan therefore this document would be included in our grant re-submission to SZC Community Foundation Funding Team

QS Cost of £850.00 for Cost Plan

Working Group previously agreed cost would be shared between PC and funds held under modernisation steering group account Clive E Treasurer of previous Modernisation Steering Group will issue cheque for £425.00 to the parish council clerk

Community Action Suffolk Teams Conference Call 19th March 2025

Chair advised WG meeting there will be a conference call with CAS who has offered guidance and support with our grant funding re-application due on 20th April 2025
4 working group members and the PC Clerk plan to attend teams meeting

Sizewell C Community Foundation Grant Application Response Letter due 20th April 2025

Chair requested specific feedback to recommendations comments and details raised in SZC Community Foundation Deferral email of 17th December 2024 enabling a draft response to be complied by end of March

Gantt Project Programme

Draft Gantt project programme was developed by Stuart G and issued to all WG members prior to meeting and will be discuss at next WG meeting when Stuart G is back from his trip

Cash Flow Forecast

Stuart G is working on a draft cash flow forecast and will be issued once completed

Stuart G Modernisation Reduced Scope

Stuart G had issued some brief suggestions based on QS cost plan for a reduced scope of modernisation but we agreed to await outcome of our SZC grant funding application due early May 2025 when we know total of funds available to the project

Modernisation Questionnaire Survey

Sue F provided more completed questionnaires from VH user groups

Action Chair will collate questionnaires and issue update schedule to WG members

The George Pub Inn Collaboration Meeting 11th March 2025

Working Group meeting was held with Colin Owens and Tony Stoker to discuss collaboration and ways of working together to promote both future venues and sharing time allocation of The George Inn Events Coordinator of 15 hours per week further discussions to take place at the appropriate time

Parish News Article Modernisation Progress

Clive E may be able to produce an article on village hall modernisation progress Chair to provide date for issue to Clerk

Next Meeting Scheduled 22nd April 2025 6pm to 8pm in VH Committee Room