ITEM 15.04. VH ITEMS.DOCX

- Security Cameras. Simpler solution to be sought.
- Full electrical inspection to be undertaken. Urgent safety issue. Gain retrospective approval.
- Heat pump inspection to be undertaken.
- Booking system. Village Hall Hub. Bedding in.
- PAT Testing. £30 ph.
- Fire inspection. Risk assessment conducted. Report to be issued after electrical inspection and certification.
- Contracts for: fire alarm; fire extinguishers; heat pump.
- Fire alarm testing. Regular.
- Book VH for elections
- Hire rates. Revise and simplify.
- Cleaning contract. Read and revise contract
- Village Hall Advisory group (VHAG). GWPC > VHC[1] > VHAG.
- Close savings account.
- Solar invertor. Chelsworth?? Discussion about battery
- Finance. Monthly transfer of funds from EMR to op budget
- Magazine. link

[1] Sub committee of to manage VH. GWPC > VHC (2 nominated cllrs)

Appendix 1. Great Waldingfield Village Hall Advisory Group (VHAG)

Terms of Reference

Purpose and membership

The Great Waldingfield VHAG will help shape the future development and maintenance of the Village Hall (VH).

The aim of the VHAG is to enable the Parish Council to receive input, comments and requests on the VH in terms of maintenance, usage and development.

This is a public meeting to enable all residents of Great Waldingfield Village to attend along with the users of the VH. To be classified as a user of the VH the individual has to be a resident or a regular user of the VH Hall with a minimum of 5 bookings per year.

Reporting chain

1. GWPC (as owner and operator of the VH) has a VH Committee (VHC);
2. VHC consists of 2 GWPC councillors;
3. VHAG

Chair. The meeting will be Chaired by the member of the VHC.

Frequency of Meetings. The VHAG will meet every six months (twice per Year).

Notice of meetings. The agenda for the meeting will be issued one week in advance. The Village Magazine and website will be used to notify Villagers of the next scheduled meeting.

Quorum. The meeting will be quorate with a minimum of 5 people present, including the Chair.

Authority. The VHAG does not have any authority or allocated budget. The VHAG's role is to make suggestions for consideration of GWPC, via the VHC, to improve the VH and suggest how the operation of the VH could be improved including new opportunities.

Review of Terms of Refence. These terms of reference will be reviewed in October 2030