

WICKHAM MARKET PARISH COUNCIL

CHAIR: Cllr IVOR FRENCH

VILLAGE HALL MODERNISATION COMMITTEE

CHAIR: Cllr JOHN HORSNELL



MINUTES of the meeting of Wickham Market Parish Council Village Hall Modernisation Committee held on Tuesday 7 October 2025 at 18:00

- VHM25: 13 **Present from the Committee** Cllr Horsnell (Chair) Mr S Flavel
Cllr Chenery Mr S Gunn
Cllr I French A. Besly (Clerk)
Cllr S French
- VHM25: 14 **Present from the Public** None
- VHM25: 15 **Open Public Forum session** None
- VHM25: 16 **Apologies for Absence:** Mr C Edmonds
- VHM25: 17 **Declarations of Interest in items on the agenda:** None
- VHM25: 18 **Proposal to approve the minutes** of the Village Hall Modernisation Committee held on 11 July 2025. **All Agreed**
- VHM25: 19 **Chair's Report:** *Published*
- VHM25: 20 **Progress on SZC Community Foundation Grant Application**
There are a number of conditions than need to be fulfilled before the final piece of funding is confirmed. These include:
 - Planning permission – to demonstrate that the project can go ahead
 - Tendering Exercise – to demonstrate the cost build is accurate
- VHM25: 21 **Village Hall modernisation community engagement event** Saturday morning date to be agreed 10am to 1pm Hall Diary dates available 18th October & 25th October 2025 (questionnaire, drawings and face to face discussions with community) How will you/community use a modernised village hall feed-back. **Action Clerk** to put onto Round Robin
- VHM25: 22 **Future Village Hall Modernisation Professional Design Fees**
Initial costs financed from THE CO-OPERATIVE WMVH Restoration Fund and BARCLAYS WMVH Modernisation Fund Accounts balances to be transferred to Parish Council Account for Hall modernisation once the final funding is in place. The Parish Council will not open a separate account but manage the project through reserves.
- VHM25: 23 **Village Hall Building Insurance** for Construction Work Phase 1
Ensure Sufficient Building Insurance is in place during construction works **Action** Cllr S French to ask current insurers CAS and Cllr Horsnell to ask regarding constructors insurance
- VHM25: 24 **Village Hall Asset Register**
Carry-out inventory of village hall fixtures, fittings and loose processions belonging to the Parish Council for storage when hall is closed for modernisation **Action** VH CIO to update inventory
- VHM25: 25 **Reporting items for the next meeting**
- VHM25: 26 **Date of next meeting:** Tuesday 28 October 2025

Meeting closed at 19:20

Signed.

Cllr John Horsnell, Chair.

Date.

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