



MINUTES OF BOARD MEETING

15th September 2023

Attending: Matthew Abercrombie (MA), Dennis Murray (DM) Lauli Moschini (LM), Luke Heydon, Guy Mathias

In Support: Anna Fielding-o'Farrell (AFO), Anne Nelson (AN)

1. Minutes of the last meeting

1)a. LM concerned with wording in item 3.a) local government 'going into Purdah'. GM commented that this was the term that MSDC use themselves.

2. Matters arising:

2.a) Action from 4) AFO invited councillors to one event – Miniprints Exhibition and had no responses and no attendees. GM asked if we have had any communication from new council. AFO suggested GM chases his email.

2.b) LH emailed car park drainage plan to Andrew Stringer but has had no response. AFO also reported blocked drain.

2.c) Action from 12) AFO reported that Artist-in-resident idea is now void as we have a new tenant for office space.

3. MSDC Update

3.a) MA has nothing to report.

3.b) AFO advised that the Section 106 amendment is through (MA added it came with errors – misnumbered front pages, left out clause 2). All signatories to contract signed corrections and email has been received confirming it stands up in court of law.

3.c) MA asked for forward strategy. MA will speak to Andrew Stringer regarding one of the sculptures and hope to keep communication open.

3.d) Jack Glover has left MSDC. AFO explained difficulty in contacting Building Services with example of faulty water heater. We cannot get in touch with Building Services except by email. As the deadline for response had passed, AFO emailed Emily Attack who advised us Ben Forstick is now our contact.

3.e). GM acknowledged that we seem to be in a state of impasse in our relationship with MSDC and suggested whether an invite to a Board meeting might be a useful way forward.

i) It was felt there was no harm in reminding Andrew Stringer that we are here and to keep the conversation going. GM summarised that frustrating and annoying though it is we continue on our strategy.

ii) GM added that as Lavinia Hadingham is still on the Council we still have a link in. AFO is going to contact Lavinia to try for funds for the coffee machine for the community shop.

3.f) LH said we continue to view the energy costs as a subsidy. LH asked if we take a meter reading but we don't know the charge rate. Useful to do this to understand our Kwh.

- 3.g) LM asked if we want to invite councillors to any events. MA said we do not want to outlay for a special event but can invite them. LH proposed that we invite them to one thing and Board attends. This should be a special evening event. MA suggested a Christmas event.

ACTION AFO to find a December date to invite councillors
AFO to start recording meter readings

4. Shop Progress

- 4.a) AFO advised that plans are progressing with the aim of opening shop in October:
- i) First instalment of funding has been received
 - ii) New display fridge has been purchased
 - iii) 2nd quote for the refit of the kitchen and entrance internal door
 - iv) Second hand catering equipment viewed and secured (counter and two shelves so far)
- 4.b) We are proposing to move office on Sunday 1st October but Mike Allmey has broken his hip so AFO requested if anyone could help us.
- 4.c) New tenant moves into old office on 1st December and is using it as a therapy office. Her husband will remove the fixed desk, we will clean carpet. £250/month.
- 4.d) Shop parking and access to be agreed. AFO does not anticipate lots of cars at any one time.

5. Car park Update

- 5.a) LH said in order to proceed we need to appoint the drainage company to do a more extensive plan, but we need to seek additional funding for the shortfall. Current percolation rates to meet requirements would need an extensive plan.
- 5.b) LH summarised the budget – we have already had £1000 and we have £1500 from Lawsons, so shortfall was £2.5k short, now we are £5k short. If we can source the hardcore (two – three hundred tonnes) there is a significant saving.
- 5.c) LH said one other option is to do a deeper percolation test to get a better reading and submit it again considering that initial tests came back with borderline results.

ACTION: MA contact Andrew Stringer by phone
AFO to source hardcore
LH to do another percolation test

6. Sculptures

- 6.a) MA reminded the board that Andrew Stringer had suggested that he was interested in Ring (wooden one). MA happy to give it to him having met a dead end after contacting the sculptors.
- 6.b) MA said the next step is to find someone with a Hiab and loader and move the granite and metal pieces to recesses of the garden. AFO to try and approach Roy Goodwin.
- 6.c) We have been approached by two sculptors to exhibit their works here. Laura's is a living sculpture which she would look after. MA is concerned about the bed sculpture – must have signage. LM requested that AFO asks the artist when the best season is for this piece.
- 6.d) LH said we should have more and varied sculpture if it is done properly. MA agreed adding that a written agreement which makes clear a time limit (6 months), no maintenance from WB CIC, and that the artist must deliver and sets up their piece.

6.e) In addition GM added that how does it fit in here, and the board decides location where pieces do not dominate the site. It was agreed that there is no payment from artist expected. GM suggested car park as possible siting for some.

6.f) AFO concluded that WB should have no immediate plans for sculptures, which would give WB time to look at outside space. AFO will contact both artists for 2024/5, so it can be done properly.

**ACTION: AFO to contact two artists and contact Roy Goodwin regarding moving.
AFO and LM to look at site**

7. Granary Condition and Action

7.a) There is a broken tile on south elevation which need replacing. MA will replace it.

ACTION: AFO and MA to replace broken tile on South elevation

8. Prospective Board Members

8.a) LH said Julia Reid might be invited to the next board meeting as a special advisor. Perhaps co-opt her onto board, or ask her to do specific requirements, for which there will be a fee.

ACTION: MA to invite her to the next meeting

9. Sponsorship/Event/Projects

9.a) LM said the Art Group in Framlingham is willing to run an art group at WB. Art Feel Good – Monday afternoons. LM asked that WB uses its mailing list to market it to possible attendees.

ACTION: AFO to contact them/ LM to give AFO Louisa Mark and Erica Akerlund's phone numbers.

10. Ops Manager Report

10.a) Miniprints finished 31st August – AFO reported it was the most successful year ever, selling 80 prints, the most by far. Lots of people bought more than one. LH thought they were more affordable than before, and good choice. Publicity was the same as before.

10.b) Events - Summer Fete – bad weather meant half the number of visitors, so it was a loss for WB CIC but church made £700 from it. AFO/AN said that the donation was supposed to have been made after costs, however that was taken out of their control. All board wanted Summer fete to continue.

10.c) Knight and Spiers concert 16th August just about covered costs as not well attended, however the September theatre production of *Murder in Piccadilly* by Made to Measure had 65 attend. WB get to keep box office taking after costs, coupled with good bar takings was a profitable evening.

11. Marketing and Weddings

11.a) AN reported that enquiries were down on the previous year, but that had been the surge post lockdown, which has now ended and was now affected by recession. Enquiries for July were 17 vs 37 (2022) and in September 10 so far (33 in 2022). However, WB had just received its first 2026 wedding booking, although also a first wedding cancellation in 2024 so we have only 3 booked; enquiries for 2024 are still coming in. AN said more corporate enquiries were steadily coming in also.

12. AOB

- 12.a) LH mentioned he spoke to Harry Young at Snape Maltings about possible collaboration. Mr Young sounded interested in working together and will come and view but did not commit. Naturally he is interested in mutual advertising of each other's events.
- 12.b) Use of neighbouring Field – AFO is in ongoing conversation with Tom Grant, the owner, with good progress.

13. Date and time of next meeting

3rd November 2023 at 10:30am

DRAFT