

***HINTLESHAM AND CHATTISHAM
COMMUNITY COUNCIL
ANNUAL GENERAL MEETING
Held on Wednesday 11th May 2022 at 8 pm
Hintlesham & Chattisham Community Hall***

Present at the Meeting

Tym Moore, Chairman	Margaret Spraggons	Andrew Bryce, MUGA
Liz Stones, Treasurer	Chris Banyard	Stewart Kellett
Linda Jones, Secretary	Anne Thomas	Cecelia Polley
Debbie Archer	Jane Whyman	Maria Ward
Michaela Debenham	David Marsh,	Mark Smith
Haydon Wilding	Les Cole, C&H Parish Council	Jim Hammond
Cristiana Velloso-Langton	Margaret Langton	Richard DeBanks
	Phil Archer	John Whyman, Social Club

1. Apologies For Absence

Eileen Damant	Stephanie Coupland
Caroline McElroy	Lauren DeBanks

2. Approval of the Minutes of AGM 2021

The minutes had been circulated and were taken as read.

Michaela Debenham proposed the acceptance of the Minutes and this was seconded by Phil Archer. The Chairman signed the Minutes.

3. Chairman's Opening Comments

The Chairman welcomed everybody and thanked them for coming to the meeting.

The Chairman commented that to state the obvious, Covid had lasted far longer than anyone than anyone expected, and we were now coming to terms with living with it for the foreseeable future.

This report would give everyone an idea of what we had done and what we were hoping to do in the next 12 months, and he wanted to talk through the financial position and the policy for managing finances going forward.

Liz Stones would be going through the 2021 finances with the meeting.

All the village reports, and the community council reports had been published on the village website, and copies had been provided at the meeting but the Chairman would go through the highlights of these later.

The Chairman commented on the sad loss of Rosie Lay in December last year. Rosie had worked with us for many years as bar steward. Our condolences were passed to Neville and the family.

Caroline McElroy was standing down from the Executive having served for over ten years. It had been valuable having Caroline's input and assistance over this time. The Chairman thanked her for her hard work. a gift would be presented to her as she was unable to attend that evening.

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The Chair's Annual Report

As you can imagine Covid had huge impact on the services HCCC had been able to offer, and it badly affected our finances, although eventually not as much as we initially feared, due to generous Babergh grants.

Despite the restrictions, our volunteers still contributed enormously and, as always, my thanks go to them for their continual effort and energy

Standing back and reading all the reports I thought that HCCC had a lot to offer; there were lots of great activities going on, and we were starting to see synergies across the groups that made up the Community Council.

For instance, we now had a thriving events function working and this had nicely dovetailed with the bar which had really helped create a great atmosphere when events were on. The Chairman said he had attended the barn dance the previous Saturday, it had been a great night, it was very well attended, the bar was popular. It was great to see so many villagers enjoying themselves.

Going forward, the Chairman believed that there were 3 main challenges facing the Executive in the next year.

- a. To get new people involved in village activities, and to help run the services we provided. This did not mean joining a committee, but by helping us in a practical way it would be really beneficial. A key example was the Woodland party where we had a thriving group of volunteers to help, but this was an exception. We were not getting newcomers involved in other areas and we needed to address this. We need help in hall maintenance projects, help run events, and to run the bar.
 - b. The Open Day had been a great success in that it showed everything we did but it did not draw in as many village newcomers as we had hoped.
 - c. The working group that drove the open day forward had agreed to continue their efforts on three fronts:-
 - i. Develop a community flyer which we could distribute to all villagers. Many thanks to Kevin Knuckey for offering to take a lead on this.
 - ii. under the auspices of the Playing Field Group to look at possible improvements to the playing field hut, and investigate funding possibilities
 - iii. Under the auspices of the Hall/ Social Club groups consider possibilities to extend the bar area, and funding possibilities for this work.
2. Getting the community more involved in where we wanted to improve our services, By addressing a greater village involvement we could more easily determine what villagers wanted and then we would be able to strive to deliver it.
 3. Improving communication on what we were doing and had done. This would be an ideal opportunity for a volunteer to help us with this. By gathering the open day material, I think many were amazed by the things that had been done, and we continued to do, but we should

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be getting this message out more. If anyone wanted to help or knew someone to help with this please the Chairman know.

The Chairman then spent a few minutes talking about HCCC's finances and how we make decisions on where to invest. We were very conscious of our stated mission as a charity to provide facilities for the community. However, we wanted to make sure that any decisions taken by the Trustees were made so that not only the community benefits, but that the charity also maintained its financial stability, as required by the Charity Commission. As a charity we are guided by the Charity Commission, and we were governed by their rules.

We had therefore to consider, in any project we developed,

- firstly the capital outlay from funds, supported by grants and CIL money,
- secondly the revenue it would generate and
- thirdly the ongoing maintenance costs, for which we cannot get grants and which had to be met from our own income.

Bear in mind that currently we had only three main revenue streams; income from letting the Hall, the Monthly Draw and the profit from the Bar. Future investment was constrained by the maximum we would be able to raise from these three sources. Two of these sources suffered badly during Covid.

The two Playing Fields and the Woodlands, which were great facilities for us all, were a net drain on our funds. The expenditure on these three areas last year was over £25,000 and further investment was going to be ongoing in all of them.

We wanted to invest, and we wanted to engage with the community on where they thought we should focus our improvement programme. There were, as you could imagine, lots of disparate ideas and we were working on ways to harmonise our plans across all our areas to maximise the benefit we could deliver.

This year our immediate priorities were :

1. We want to improve the bar area to make it a nicer and more attractive area to sit in, improve the flooring and the general ambience.
2. The Hall Environments (Jane Whyman heads this group) is leading an initiative to provide disabled parking for the hall, and we are working with the Parish Council and Babergh to help with funding this project. The team have 3 quotes and working on a fourth, and this was progressing well.
3. Improve Chattisham play area

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- a. We are aware of the recent changes to the footpath entrance to the play area. Have been in dialogue with the Parish Council's Footpath Officer who has responsibility for the path in order to re-establish access for the mowing equipment.
4. Continue to ensure all our facilities were fit for purpose and we were health and safety compliant

The HCCC Committee looked forward to another busy and productive year.

4. Treasurers Report

In 2021 the Hintlesham & Chattisham Community Council's ordinary course of business had once again impacted by the Covid 19 pandemic. The restrictions early in the year had meant that the Community Hall had to close once more and all income from the hire of the hall ceased. Fortunately, grants were available from Babergh DC and the H&CCC received a total of £17,374 between January and May '21, this included a grant of £8,000 to assist with 'reopening' costs.

With Hall hire starting again properly in June and with revenue from other income streams such as playing field hire, recycling and the monthly draw etc, the total income received in the year, including grants had been £38,831. Total expenditure was £44,580, so there was a deficit for the year of £5,749.

Hall hire for the year remained considerably lower than pre-pandemic levels at only £8,063. In 2019 Hall hire income was £19,180 and it might be some time before this level of turnover had been achieved again. Other income received during the year included £1,839 contributions from the MUGA being its share of insurance and electricity. The MUGA has the contract to run the Multipurpose games area on the Hintlesham playing field.

The Parish Council made a donation of £1,000 towards the cost of grass cutting and maintenance of the Hintlesham & Chattisham playing fields and this is included in the donations figure of £1,064 in the accounts.

Thanks mainly to the grants received both this year and last, the Community Council had sufficient funds to be able to proceed with some substantial projects already agreed to prior to the pandemic. The Community Council had been involved in the funding of three projects in the year. The total cost of these projects was £26,594.

The playground at the Hintlesham playing field was resurfaced, this work was funded by the Parish Council but the H&CCC contributed £11,000 towards the cost. Unfortunately, when the resurfacing began it was discovered that remedial work was also required to repair the legs of the play equipment itself due to decay. The Community Council met this unexpected cost of £4,493.

The second major project undertaken was the felling of trees in the Woodland Church Belt surrounding the Community Hall. The trees had been identified as unsafe so this essential work at a cost of £9,275 was carried out in March 21.

The third project to repair the fence between the Hintlesham playing field and the Old Rectory at a cost of £1,826 was a much smaller undertaking, but again essential.

The hall running costs remained similar to the previous year although they were expected to increase in the current 2022 year with increasing costs for gas and electricity.

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The Monthly Draw (formerly 200 club) is treated as a 'Restricted fund', with these funds only being made available to the Community Council after prize money has been distributed, expenses paid and the money transferred to the main charity bank account. The money received from 200 club members in 2021 was £4,089 and £1,640 was paid out in prize money. A transfer of £9,500 was made from the lottery bank account to the main charity account during the year.

The Events committee began putting on events again in September 2021. With an initial float provided from charity funds they were then self-funding for the rest of the year, with a surplus of £480 by the year end and closing funds of £730.

At the year end the charity had cash and bank balances totalling £62,567 (2020 £68,316). This included 'Restricted funds' of £6,468 being £3,465 held in the Monthly Draw lottery bank account and £3,003 held in a separate deposit account being money specifically set aside to return the MUGA to its former state as part of the playing field should that ever become necessary. The MUGA club would continue to contribute £1,000 annually to a maximum of £5,000 for this purpose.

With a return to some sort of normality the Community Council would be able to plan for the future, identifying areas of essential maintenance and considering improvements and projects supported by the community, as well as ensuring that the increasing costs of running the Community Hall can be met.

The Trustees would also like to thank Mark Walters for carrying out the independent examination of the accounts; his work in this role is very much appreciated.

5. Reports from Community Council Groups

A) Hall Management Committee (Tym Moore)

Revenue has been seriously affected by the Covid situation and Richard has done an amazing job in making us covid compliant and managing bookings to continue, when safe to do so. This has entailed a lot of unbooking, rebooking and cancelling bookings whilst keeping abreast of the latest government advice, so it wasn't easy but we did manage to create some revenue, albeit significantly reduced.

We need to recognise that the hall needs a large amount of work, it is now 30 years old and needs some serious love and attention.

We have created a list of work to be done, prioritised it and needed to gain funding approval, where required, and people to help us do the work. With this regard I must give a big thank you to

- Les Cole (who helped us with all things electrical, and had recently improved the car park lighting),
- Tony Brugnoli for servicing the dishwasher.
- Ian Bryce who provided the wherewithal so Les could set the lighting up and does much more around the hall to help us out

Richard had set up a maintenance schedule and he had engaged with suppliers to make sure all required servicing was done in good time.

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We were seeing improved working relationships between the Hall and Social Club groups which was fantastic and they had formed a sub group to drive forward the much-needed bar improvements initiative. This was a key improvement we wanted to make this year.

The Chairman finished by thanking Richard for his sterling efforts and for tackling all the obstacles of opening the hall in line with Government policy and Covid restrictions.

B) Social Club Committee (John Whyman)

(The Full Chairman's report for the Social Club would be available on the Social Club section of this site, together with other AGM papers.)

The AGM was held last week which highlighted how well the Social Club was doing. Membership numbers were up and members had all now been issued gleaming new cards. The bar was doing well with the support of an excellent band of volunteers and if anybody fancied serving drinks at any time, please let John or his committee know and they would welcome you with open arms. There was a strong rapport growing with the Hall management group and the Events group and, as mentioned earlier, they were working more closely together. At the AGM Lauren became a member of the Social Club committee member, strengthening this tie even more

As mentioned, a subset of the Social Club are working with a subset of the Hall Management group to drive the bar improvement programme forward.

C) Monthly Draw (formerly 200 Club) - Liz Stones

The 200 club was renamed as the Monthly Draw during the year, to better reflect the number of members. The Draw was registered as a Small Society Lottery and was open to everyone over the age of 16.

The takings from members during the year totalled £4,089 and £1,640 was given out in prize money. Other expenses totalled £85 being £40 lottery registration fee paid to Babergh DC and ink costs of £45

There were 342 members of the draw as at 31 December 2021

D) Events Committee – Lauren DeBanks

Wow! What a year it's been! Events had only actually been back up and running since September.

It's funny to think that when we held our first meeting, after Covid lockdowns, in June last year, that we said we would start off slow this year and not plan too much too soon. Well, we certainly didn't stick to that and we hit the ground running with a family prize bingo with some fabulous rainbow themed prizes in September.

Since then, we have held a total of 19 events with more coming up thick and fast. Events such as Bingo and Community Breakfasts provide a popular regular fixture with a record 86 cooked breakfasts in February and a packed hall for nearly every bingo night each month.

Other events that stand as a one off, or annual fixtures in our calendar have also proved incredibly popular and it has been so nice to see such a wide variety of the community coming together. The Halloween Party, Quiz Night and Christmas Draw were as successful as always and new events such as Oktoberfest and Greek night were also very well attended.

Above all, the events continue to be such fun to put on and we as a team loved to see the community enjoying themselves. Thank you to all that have attended and supported us. Also thanks

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to the 'extras' that help Michaela, Cecelia, Glen and myself where and when needed. I won't name them because I'm bound to forget someone but you know who you are!

Lastly I'll finish with a shameless plug for Bingo this Saturday the 14th May, the Jubilee events on 2nd and 3rd June, a Family Quiz night on 18th June and the First Hintlesham and Chattisham Cider and Beer festival in collaboration with the Social Club from the 15th to 17th July. See you all there

E) Woodland Working Group – Mark Smith

The concept of the monthly working parties had worked very well, with more people being attracted each month and more were welcome .

Removal of dangerous and leaning trees by professional tree contractors was completed at an overall cost of £9k last summer and the safety work was completed. Some trees damaged by the high winds had been removed, and areas strimmed to keep down some of the vegetation. The constant work of spreading chip on the paths continued. The pond benefitted from a water leak on the main road but rain had brought more contamination, despite the flow off the road having been slowed to help filtration. It was hoped to take this matter up with local authorities.

A considerable number of native trees had been planted as part of the Queen's Green Canopy, to help regeneration and some bat boxes had been put up in the hope of attracting the local pipistrelle population.

The Season would start again in September so watch on Facebook for announcements about dates. Remember; if you work in the Woodland, one of the Events' Committee's great breakfasts is yours, free of charge!

F) Hintlesham and Chattisham Playing Fields – Richard DeBanks

The resurfacing of Hintlesham Play Area, repair of children's equipment and the provision of adult play equipment was completed in June 2021 at a cost of £45,000. (CIL and Babergh grants £30k, HCCC funds £15k). The benefits were shown as we see higher usage now the warmer weather is here.

We were fortunate to get a regular football team (Foxhall FC) to use the pitch, hut etc through the 20/21 season and they have committed to further seasons with us. The benefits were not only the hire charges but the players are users of the social club and they have fund raising plans using the hall and were offering village player's an opportunity to be part of their team.

The PF Committee remained small but had help from 3 volunteers whom we thank for their work. Working with the MUGA committee we had repaired and improved numerous items ensuring the play areas remain safe and well maintained.

Chattisham play area was our priority for 2022/3 as we worked to ensure it was improved and was an area for village children/ grandchildren to play and exercise.

Finally we hoped to explore options to improve the Hintlesham Hut. Sports grants/CIL might be used to implement these changes as discussed at the Village Plan Day.

G) Hall Environs – Jane Whyman

Members of the committee remained the same: Ian Bryce, Richard de Banks, Stuart Kellett, Tym Moore, Mark Smith and Jane Whyman (Chair).

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Four meetings had taken place during this time and five working parties/tidying up sessions. Thanks are recorded to woodland working party members for helping with larger scale jobs and to individuals who had helped with some of the lighter work. Particular thanks are recorded to those who quietly get on with lots of little jobs 'secretly' behind the scenes – this is greatly appreciated, so thank you for all that you do.

The committee's spring work started in April with the arrival of a skip – this was loaded with the remains of the redundant play equipment, wire fencing and scrubby vegetation, using both people power and Mr Bryce's Merlo. On the same day the final two posts and gravel boards were installed to define the car park entrance. June saw a damp day when weeding was done and the two planters in memory of David Revell were planted up for the summer. Ian spread the bark around over the former play area and it would be left to re-naturalise.

In September we worked alongside the woodland working party when the shrubs by the outside seating area were reduced by half to afford more space for the outdoor tables. The trees and shrubs were mulched and we managed to plant additional daffodils at the base of the new trees, despite the ground being extremely dry. Two half-barrels were purchased later on and placed by the pathway to enhance the approach to the hall. These were planted up with small lavender plants, winter pansies and spring bulbs. At the end of the season a couple of hanging baskets filled with trailing geraniums provided a late display in time for the Oktoberfest together with the planters by the French doors in the colours of the Bavarian flag (blue and white) to carry on with the theme for the weekend!

During the winter, the young trees were sprayed with a wash which we hope will help to prevent sawfly and caterpillar attack, which has been a problem in previous years. Spring saw the newly planted daffodils blooming and the planters with spring blooms providing colour by the doors.

In April 2022 we attended the Village Open Day with a display of photographs showing what we had achieved over the past five years or so and we were pleased to receive many positive comments about the improvements.

We will continue to work alongside other hall groups to maintain and enhance the areas around the hall and thank everyone who has helped out.

6. Reports from Village Organisations

A) Chattisham & Hintlesham Parish Council Year End Report for 2021-22

The year started with 2 changes, firstly there was the appointment of Tamsin Pearce as the new Parish Clerk and secondly Les Cole was elected as chairman to replace David Marsh.

In July, two new Parish Councillors were also co-opted on to the council, these were Jim Hammond to represent Hintlesham and Jim Murphy to represent Chattisham.

The upgrade to the Hintlesham children's play area and adult exercise equipment was completed by the summer, the previously agreed grant funding from Babergh was requested and together with CIL (community investment levy) money these were combined to assist in covering the total cost for the upgrade.

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The problem identified with the Chattisham playing field was the land had never been registered with the Land Registry, in addition there was concerns the Deeds had been lost, fortunately the Deeds have now been located together with other supporting information. Certified copies of the Deeds have now been made and investigation is ongoing into registering the land to secure it for the future.

Throughout the year councillors have attended various meetings either in person or virtually, these meetings have the potential to impact the 2 villages, these included the local police forum, the Bramford to Twinstead upgrade, Copdock Junction 55 upgrade.

Further CIL money was used towards the end of 2021 for an additional defibrillator and for replacement batteries and pads for the 3 existing defibrillators, the new unit will be located at the community hall as it is designed to be used on all age groups including children, it is proposed to relocate the original unit at Hyntle Barns subject to a site survey

B) MUGA – Andrew Bryce

"The MUGA court has seen very good usage over the last year again from both young and old within our community including a new social football squad generated mostly from within the village playing amongst themselves.

We have also again generated the required funds to support the maintenance costs for the facility from rental of the facility to teams playing throughout the year in the evenings.

This year we have invested in improving the access to the court via a new pathway with lighting to the hut car park. We also have purchased a specialist power brush to maintain the astro carpet by lifting the "grass" and drawing out any mud and organic material.

Future investments will be made in keeping the facility well looked after including a new "key rules of use" sign on the main gate plus refitting the old signs. We are also looking at putting edging boards around the bottom of the fence to reduce noise/damage and making improvements to the goals. Finally, and most exciting is we hope to fund tennis coaching for children in the village with a trial happening in June.

The MUGA management team has remained the same throughout the year and have worked hard to keep the court well looked after, bookings coming in to cover costs and also ensure the community are aware of the facility and how to book it. We will soon be welcoming a new team member Phil Dibbin to take on John's role as Chairman and help develop fresh ideas with the team."

C) Bowls Club – Dennis Plenty

The Carpet Bowls Club had a disjointed time during Covid lockdowns. Unable to use the Hall some members used larger lawn woods and practised on the MUGA.

When able to return to the Hall some matches have been played but cancellations and reorganising dates became the norm.

Hopefully matches will be played during the summer and the winter league will recommence - subject to the number of teams still active.

D) Parochial Church Council – Jenny Cox

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The PCC met 4 times during the year either on Zoom or in person.

Thanks were expressed to the Rector, Lay Ministry Team and Churchwardens for adapting to changing Covid rules and lockdowns whilst organizing regular worship throughout the year.

There is a full complement of churchwardens with Mr. Walters and Mrs. Engle serving at Chattisham and Mr. Luxmore-Styles and Mrs Cox at Hintlesham.

The PCC continues to be represented on the School governing body, Deanery Synod and the Harriet Lloyd Trust.

E) T Circle - Annie Eaton

Due to the effects of Covid, our last meeting of Tuesday Circle was back in March 2019. We resumed with a Fish and Chip Supper and Quiz in October 2021 under the new name of T Circle.

The club now meets in the main hall of the Community Centre, on the first Thursday of the month at 7.30p.m. This gave us more room and the ability to hold open meetings and invite non-members, for a small fee, to speakers they might find interesting. The annual membership fee is currently, £20 which we are hoping to maintain despite rising costs. Many of the speakers donated their fees to charity.

So far in 2022 we have held two open meetings, a cookery demonstration by Fork of Hadleigh and a talk by Sean Hedges Quinn, sculptor of footballers and other celebrities. All our future talks and outings were detailed monthly in The Link.

We currently had 40 members and were always pleased to welcome more participants to join our friendly community group.

F) Hintlesham and Chattisham C of E Primary School - Debbie Jackson

School Vision: "Jesus is the light of the world; we are gems that reflect his light as we learn."

The Christian Bible talks of God seeing humans as his jewels in the making
(Malachi 3:16-17)

Hintlesham and Chattisham C of E Primary School continued to be part of the Diocesan Multi-Academy Trust of St Edmundsbury and Ipswich. There were now twenty-one schools within this highly supportive trust.

The school currently had eighty-four pupils on role organised into four classes. These were named after gems referenced in the school vision. We have Early Years in Ruby Class, Years 1 and 2 in Emerald Class, Years 3 and 4 in Sapphire Class and Years 5 and 6 in Diamond Class.

This academic year had seen some further challenges due to the Covid 19 pandemic in school with outbreaks affecting both pupils and staff alike meaning that bubbles were re-introduced for a short period of time. The school had however, remained open throughout the year, due to the level of commitment and flexibility from its supportive staffing team. This often involved teachers delivering lessons during the day to their class, then adding work for those isolating at home at the end of the school, before beginning marking and preparation for the subsequent day. Staff were often deployed at short notice to other classes, and some even taught remote lessons from home, whilst isolating, providing they were well enough.

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Curriculum

The school had continued to evolve and extended its curriculum offered to ensure that it was meeting the requirements of the current education standards and expectations. Teachers and Subject Leaders have worked hard to ensure that the school also has a curriculum offer that is exciting and inspirational to all of our pupils by teaching subjects that they are interested in, and are motivated by. We have also developed the ways in which we support pupils to remember more over time to allow them to continue to build on their prior learning on their journey through our school.

Subjects that have had a particular focus this year were PE where we have further embedded our new scheme. The school had seen particular success in this new approach with 35 of our 54 KS2 pupils volunteering for a cross country event in Hadleigh earlier in the year, once covid restrictions were relaxed for multischool outdoor events. We have also reviewed our Design and Technology curriculum to ensure that the pupils are able to build on new skills learnt over time as well as offering as wide a range of opportunities possible to cover these. This has seen children sewing, cooking, sawing and using the hot glue gun for a range of projects.

This term we have also begun to increase our club offer to parents by beginning a dance club run by the Dance Street Academy which the children are enjoying immensely. A Wild Woods Club would also be added in the Summer Term to enhance our outdoor activities offer.

Parents and Community

Hintlesham and Chattisham parents have continued to support the school immensely this year with a high degree of consideration, support and understanding from all, especially during some of the more difficult periods of time due to covid; for this we are extremely grateful. They have not only juggled their own lives, but many have become surrogate teachers supporting their children with online learning if they have needed to isolate. Our parents have also continued to enthusiastically enhance the daily life of school in a variety of ways. These range from volunteering on a one off, or regular basis in classes, through to baking cakes, attending events and taking part in after school activities, all to raise money for the benefit of the school. Through these fundraising efforts this year, the school has already benefitted from a class budget for each teacher to allow them to subsidise transport costs for trips and events planned in school, these have included a mini monsters visit for EYFS and KS1 and a trip to Colchester Castle.

Sadly due to the pandemic our involvement with the Community has reduced considerably. However, we have been determined to still make a difference wherever we can and so have begun the great Christmas Card production! This involved children making Christmas Cards to be sent to local villagers who were happy to receive a card to brighten their day. We also made bunting and table mats for the village Suffolk Ladies day, which was unfortunately later cancelled due to covid.

G) Gardening Club – John Mower/Chris Leney

No report received

H) The Link- Christine Smith

No report received

The Website - Haydon Wilding

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No report received

I) HALL LUNCH – Stephanie Coupland

Following 18 months of NO Hall Lunch due to the pandemic it is good to say that we are now back monthly, meeting on the 3rd Thursday of each month in the Community Hall.

On average lunch was served to 30 residents. All meals were cooked fresh on the day in the Community Hall Kitchen by a great band of Volunteers.

We were still able to keep the cost of the meal to £3.00 for a two-course meal and coffee. They were very fortunate that the Parish Council gives a Grant for £100.00 each year which helped to pay for the Hire of the Hall.

J) H&C Book Worms- Stephanie Coupland

This was a Book Club which was held in the Bar Area of the Community Hall on the 4th Monday of each month.

There were 20 members. Books came from the Library. A cross section of books were read.

At the present time there was no room for new members but if anyone was interested Contact Stephanie, to go on a waiting list. couplandstephanie66@gmail.co.uk

7. Election of Officers of the Community Council and Executive

a) Nomination for Chairman Tym Moore
Nominated by D. E. Moore Seconded by C. J. Witting
There being no other nominations, Tym Moore was re-elected unopposed

b) Nomination for Vice Chairman Eileen Damant
Nominated by T. Y Moore Seconded by L. M. Jones
There being no other nominations, Eileen Damant was re-elected unopposed

c) Nomination for Secretary Linda Jones
Nominated by P. W. King Seconded by D. E. Moore
There being no other nominations, Linda Jones was re-elected unopposed

d) Nomination for Treasurer Liz Stones
Nominated by Nev Martin Seconded by Nick McElroy
There being no other nominations, Liz Stones was elected unopposed. Liz would be retiring from the role of Treasurer during the current year but had kindly agreed to stay in post until a replacement was found.

8. Election of Village Representatives for Community Council and Appointment of other members/organisations of the Community Council

Village Representatives: Phil Archer, Margaret Langton, John Mower, Cecelia Polley

Village Organisations: Parish Council, MUGA, Bowls, PCC, Tuesday Circle, Hintlesham & Chattisham School, Gardening Club, The Link, Village Website (PC), Hall Lunch, Book Club. Chattitude

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9. Nomination of Executive Committee

Debbie Archer	Nominated by Margaret Langton Seconded by Wendy Ramsey
Michaela Debenham	Nominated by John Robinson Seconded by Les Emmerson
Jim Hammond	Nominated by L. Jones Seconded by T. Y. Moore
Haydon Wilding	Nominate by L. Jones Seconded by T. Y. Moore

There being no other nominations, Debbie Archer, Michaela Debenham, Jim Hammond and Haydon Wilding are re-elected unopposed. There being one place vacant on the Committee, the procedure laid down in the Constitution was that the Executive would co-opt a further member at the next meeting.

10. Any Other Business

a) Open Day 23rd April 2022

25 Groups/Organisations took part with well-presented displays and people on the day seemed to enjoy meeting up, talking and having a cream tea and drinks from the bar but sadly few made it across the road to the Hut or did woodland walks.

Stuart & Andrew organised non- stop activities on the MUGA which kept children happy.

Hut marking out proposed veranda and a floor plan showing patio doors & disabled access was liked by many.

Feedback from groups ranged from **Hall & Playing Field** saying support seemed to come mainly from the same group of people, few new faces. However **Monthly Draw** signed up two new members and the **Events cte** had no new ideas/requests for future events as they already have it covered with a good range and lots to do. **T Circle** didn't talk to anyone who was not aware of them which was no surprise after a comprehensive recruitment drive

Things starting to happen as a result of the Open Day:

Men's Shed Several signed up for more information and a meeting has been arranged with Suffolk Foundation speakers to gauge interest at Meet room Wed 8 June 10 -12 with visit to Debenham's Shed in shipping containers on Fri 10 June.

Proposed After School Meet up on the Field/ Play area for a trial of drinks & snacks served from the Hut being discussed by PTA to start after half term.

Toddler Group were being invited to go and meet up before the school children arrive, using the Hut and play area and meeting other young families. Also invitation to visit the school.

The Teenagers were hoping to start meeting up on a Friday evening later in June/July after exams to see how it works. Will liaise with 4YP & Fanta and ensure it has an organising group. Would be good if links were set up with whoever running Fri evening bar re collecting key etc but also to have available adults to help if a problem arises.

All these projects should help to link up different age groups across the community which in time should gradually draw people in to take on other roles.

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From the Suggestions Box List on wall

Jane had sorted under various headings and different committees /working parties would look at them. Box lived in Hall so suggestions could be made at any time.

The Chattisham play area, Zebra crossing between MUGA and hall, 5-year term on a committee, Youth liaison rep on CC to talk to the young

Stickers rating spending plans

The Hut update and Bar Extension had the highest ratings with similar number of stickers. Chattisham Play Equipment refurb had twice as many votes as the gazebo.

Thoughts on the day from Planning Group members + Tym

Set up contact group of young families in Chatt to discuss Play Area.

Don't lose momentum. Suggest setting up working Group to consider Hut (update or new build) & Bar Ext (Temp or Permanent structure), get outline costings for both and find out about Professional Fundraisers with aim of making decisions by end of summer.

Info to go in Link & on website and updates could be emailed to all Social Club membership so that there is open & transparent consultation.

b) Projector and Screen

Phil Archer mentioned that he had guardianship of the projector and screen and asked whether the CC were happy for that to continue. It was agreed.

Phil also advised that he had a green screen for use in making videos and was willing to offer it for use.

c) 5 Year Limit on role for HCCC Trustee

Mrs. Langton put forward the suggestion that there should be a five-year limit on membership of the HCCC Committee, as it was for the MUGA and Social Club Committees. This would allow younger members of the village to become Trustees.

The Secretary advised that currently the Charity Commission made no such recommendation, and that it would require a change to the HCCC Constitution. All the committee positions, including officers, were only elected for one year, and had to be re-elected at each AGM, so there was nothing preventing anyone in the village being nominated for election to the committee. The Chairman pointed out that were this rule to be introduced, only two members of the HCCC Committee would remain in post leaving seven vacant positions. He asked all those attending for volunteers to join the committee. There was no response.

A further query was raised concerning the nomination procedure. It had previously been the case that nominations were taken at the meeting. The change to procedure was made in 2018, and added to the Constitution at the Mid-Year Meeting\EGM in 2019, as recommended by Community Action Suffolk. The purpose was to allow time for written confirmation that the proposed candidate was, firstly, willing to stand, secondly, was a resident of the villages, and thirdly had been nominated by two further residents, as required under the Constitution. The procedure was followed by both new and re-elected members of the committee. The Secretary pointed out that

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this was included in the notice of the meeting put in The Link and on the village notice boards, one month before the meeting itself. No new member nominations had been received.

d) Survey and Encouragement of New Member Support

Andrew Bryce suggested that, whilst the Open Day seemed to have attracted mainly existing supporters of village organisations, perhaps a survey might have more success in creating interest among new members of the village. He would be prepared to undertake it. The Chairman agreed and said he would contact Andrew to discuss it after the meeting.

e) New Welcome Letter

The Chairman advised that on a similar theme, the Village welcome letter was in the process of being redrafted.

There being no further matters, the meeting closed at 9.32pm