

**MINUTES OF MEETING FROM THE HUGHENDEN VILLAGE HALL COMMITTEE HELD ON
7th Sept 2015 @ 2000HRS**

Present	Michael Sole Jill Graves Angus Idle Diana Gibbons Bev Beveridge Christine Powell Roger Thyer-Jones Andrew Flint Joan Steel Neal Bellamy Janet Idle	Chairman Art Club Residents Association Pre School Project Manager Booking Clerk Martial Arts Representative HAGA Valley Friends Football Club Residents Association
Apologies	Bob Hawkins Dylan Jones Jill Thompson Al Bowyer Judy Biggs Tony Konieczny	Treasurer Secretary Village Shop Fund Raising MS Society Trustee

ITEM	
<p>Item 1 – The Chairman’s Welcome and Introduction</p> <p>Michael welcomed everyone to the meeting.</p>	
<p>Item 2 – Apologies</p> <p>Apologies were declared, acknowledged and recorded.</p>	
<p>Item 3 - Record of Minutes from the last Meeting</p> <p>The minutes of July 2015 minutes were agreed as a true reflection of the meeting.</p>	

Item 4 – Matters Arising from the last Meeting

Christine confirmed that she had received the key fobs from Bev.

Dylan had received the playground inspection report from the Parish Council.

The Dog Poo Initiative has not been progressed by Bev.

The thermostat for the Cabin was still to be purchased.

Dylan to advise at the next meeting the position on the appeal against the rates.

Dylan has circulated the Trustees responsibilities as published by the Charities Commission. Next step is to hold a trustee meeting to discuss any changes required.

Health and Safety and fire risk report has been completed and a copy will accompany these minutes for discussion at the next meeting.

Al and Andrew had provided a template for a Tender process.

Item 5 – Chairman’s Report

Michael explained that Dylan, Bob and he had met a number of times during the summer months to ensure all matters were attended to and projects progressed.

Users will hopefully have seen the improved hall floor and stage which had both been stripped, stained and polished in August at a cost of £2K. Michael thanked Bev for arranging this work.

Michael reminded the committee that visibility and appearance the hall is a vital to attract and retain hirers. Bev had worked on the main entrance from Coombe Lane and will be cleaning the brickwork/pillars and planting some plants in the flower beds.

It was noted the “Village Hall” signpost was hidden by the trees and requires relocating in due course.

Michael attended the recent Residents Association meeting and the MUGA (Multi-Use Games Area) development committee and will continue to represent the Village Hall at future meetings.

In conjunction with the Parish Council, we had agreed to participate in 2 activities. The first was hosting the county Youth Bus which was parked adjacent to the hall on 25th August. Attendance numbers were very disappointing primarily due to the late decision to host the bus and the minimal publicity, plus the deluge of rain on the day deterred many prospective visitors. The second is the forthcoming community cinema nights on 2nd and 9th October. Leaflets and posters were provided by HPC for distribution.

Finally, the September meeting of Hughenden Parish Council will be held in

Bev

Dylan

Michael/Dylan

Bev

the small hall on Tuesday 8th September and was open to all who wanted to attend.

Item 6 – Treasurers Report

In Bob's absence, Michael circulated the current financial reports and read Bob's report that detailed progress with annual invoices/payments from hirers plus the benefits of the new online payment system.

Item 7 – Secretary's Report

In Dylan's absence, Michael explained Dylan continued to work on the constitution together with Tony and Michael, updating the Conditions of Hire, working with the Trustees on their responsibilities, arranging a full Health and Safety inspection.

Item 8 – Maintenance Report

Bev outlined the various maintenance jobs undertaken during the summer.

Michael then outlined the proposals to replace all guttering, drainpipes, soffits, barge boards, with heavy duty commercial plastic ones.

Michael then read an email from Tony expressing his personal view on the process and price. Bev then explained he, Michael and Dylan had followed the required process and had met with the preferred supplier to ensure the specification and their experience met with our approval.

Michael then asked for the committee to vote their approval to spend £12K on this major project. The expenditure was unanimously approved.

Michael said the Audio Visual project was still being worked on and that Dylan was arranging for one of the prospective suppliers to present to the committee at a future meeting.

Item 9 – Booking Secretary's Report

Christine advised that bookings were very good with a number of Saturday party bookings in the diary.

Item 10 – Fund Raising

Due to Al's apologies there was no update on fundraising.

Item 11. Football Club

Neil advised that the new season had commenced on 6th September and the club numbers were approaching 250 players. The club had purchased a new set of mobile goalposts for use in smaller-sided games. Work on the back pitch had been completed and the pitch was now in full use.

Item 12. Residents Association

Janet Idle update the committee with the MUGA progress and confirmed a full site survey would be undertaken on Monday 7th September as part of the feasibility study. It was further advised that a suitably qualified consultant would be sought to assist in the entire process. Janet explained that the

MUGA would cost around £100K - £120K and a list of potential financial donors was being prepared. Janet would update the committee on a regular basis.

Item 13. Village Shop

Due to apologies there was no update from the Village Shop

Item 14. Any Other Business (AOB)

The following items were discussed as AOB:

Janet reminded all that event dates could be published in her weekly article in the Bucks Free Press

Bev asked for clarification on the ownership of the cabin and who was responsible for its maintenance – action Michael

Andrew advised that a revised list of HAGA visits had been published

Diana reminded all of the Christmas Bazaar on Saturday 28th November

Joan observed that the differential in the cost of hiring the small and large halls was minimal and did not reflect the equipment and facilities provided – action Michael/Diana

Bev proposed we consider a special event to celebrate HM Queen Elizabeth's 90th birthday in 2016.

2016 Village Day working group to be established asap.

Future events for the diary:

28th Nov – Xmas Bazaar

Item 14 – Date of Next Meeting

The next meeting would be **Monday 2nd November @ 20:00hrs**

Michael thanked everyone for their time this evening and the meeting closed.

Michael

Michael/Diana