

**MINUTES OF MEETING FROM THE HUGHENDEN VILLAGE HALL COMMITTEE HELD ON
7th March 2016 @ 20.00hrs**

Present	Michael Sole Angus Idle Diana Gibbons Andrew Flint Judy Biggs Bob Hawkins Tony Konieczny Neil Bellamy Roger Thyer-Jones Christine Powell Rowland Wales Louise Jones Ian Stearn Dylan Jones Bev Beveridge Jill Graves John Moorby	Chairman Residents Association Pre School HAGA MS Society Treasurer Trustee Football Club Martial Arts Booking Secretary Village Shop Village Shop Trustee Secretary Projects Manager Art Club Conservation Team
Apologies	Al Bowyer	Fund Raising

ITEM	
<p>Item 1 – The Chairman’s Welcome and Introduction</p> <p>Michael welcomed everyone to the meeting with a special mention for Dylan who has been absent from recent meeting due to work commitments.</p>	
<p>Item 2 – Apologies</p> <p>Apologies were declared, acknowledged and recorded.</p> <p>Angus raised whether the Parish Council knew they were welcome to join our monthly meetings. Michael suggested that they were but Dylan is to ensure they have an invite for subsequent meetings</p>	Dylan
<p>Item 3 - Record of Minutes from the last Meeting</p> <p>The minutes of April 2016 minutes were agreed as a true reflection of the meeting. Michael apologised that they were very succinct but had overlooked that he was chairing the meeting and acting as Secretary due to Dylan’s absence and had not taken notes. Therefore, the minutes were completed from memory.</p>	

Item 4 – Matters Arising from the last Meeting

Bev advised the Dog Poo Initiative was still planned albeit a new awareness campaign called 'We are watching you' had been launched and he would be investigating this further

Bev

The positioning of the bins would be deferred until the new shop was operational. The new Shop lease will detail the refuse collection situation.

The inaugural meeting of the new Hughenden Drama Group took place on the 15th March but subsequent meetings have been postponed due to the lack of the Cabin and no free space in the Hall. Dylan will work with the group to see if they could locate themselves at the school until the Hall became available

Dylan

Replacement playground equipment has now been agreed by pre-school and HPC arranging supply and installation. No date available at this time.

Item 6 – Chairman's Report

Michael advised the Committee that he had spent an inordinate amount of time overseeing the new village shop building. This was due to residents' complaints and poor planning of the sighting of the new building.

Michael reminded the Committee that on the advice of WDC, the Committee had agreed to the storage of the building until planning could be obtained. This was to ensure the Shop Committee were able to take up the kind offer of the building from WDC and to meet WDC timeframe for the removal of the building from its previous location. The Committee had also agreed for the shop to connect to the water and sewage system in preparation for the new building.

Michael

However, the work that had been undertaken was left in a state that was dangerous to the general public and users of the Hall. As a result, Ian Stearn had been acting as Health and Safety advisor and had been instructing the Hall and Shop Committee on the risks and how to mitigate against them.

Michael advised the Committee that the Hall management had met with the shop Committee and expressed their disappointment at how the works had been undertaken. As a result, the Shop Committee had been instructed that the site should be made safe ASAP and no further work undertaken until planning permission had been granted and building control had deemed the shop safe. The inclusion of the cabin or part thereof would only be discussed by the Hall Committee once the planning application had been successful.

Michael also stressed that the Shop was a charity with very little financial resource and the Hall Committee would offer all practical help and support that it could. It was acknowledged that this was not a professional undertaking and there was a huge reliance on

volunteering and local trades persons. However, that does not excuse the either party from their responsibilities to ensuring public safety.

To conclude Michael stressed that the Committee would continue to support the Shop Committee in its undertaking and that he was sure the resulting shop and environment would be an assess to the village and local community once complete.

Ian Stearn was requested to give the Committee an overview of his finding and advise, which was also available via emails sent to the Hall Committee prior to the meeting.

Item 7 – Treasurers Report

Bob advised that he was continuing to attempt to resolve the issue of the gas bill that was incorrectly issued following the meter change.

- Virgin Money £69,274.16
- CAF Bank £4,357.43
- Total £73,631.59

Item 8 – Secretary’s Report

Dylan advised he didn’t have any update for the Committee.

Item 9 – Maintenance Report

Bev advised he had resolve the complaint of the smelly sink/loo.

Bev also advised that he had been working with the theatre group that was rehearsing for the performance of Hello Hello. As well as our own drama group this theatre group had requested Blacks for the stage and had given Bev a supplier. Bev estimated the cost of dressing the stage with Blacks at approx. £1k. All present agreed that the purchase of Blacks for the stage should go ahead.

Bev

Item 10 – Booking Secretary’s Report

Christine advised that bookings continued to be good.

Christine requested an update on the website, i.e. the removal of the booking form and calendar. Michael informed Christine that he had not yet had an opportunity to discuss the changes with Dylan.

Michael/Dylan

Christine highlighted that due to the gate being locked recently she had been disturbed very early in the morning by hirers attempting to gain access to the Hall. Several present also advised that they too had been disturbed at home.

It was agreed that when the Committee invests in widening the entrance to the Hall, they would look to invest in an automated gate system possibly linked to the key fob entry system. In the meantime, we would monitor the situation to see if this was an ongoing issue.

Christine highlighted that a cricket match was being arranged by Parish Councillor Kearey for the 17th July on the KGV field. However, this was a

very busy day at the Hall and was the day after the Village Day when a large amount of work would be underway to clear the site after the event.

Neal Bellamy highlighted that the date in question was also a date when the football club had planned to reseed the football pitch.

Michael agreed to inform Councillor Kearey that the 16th July was not possible for a Cricket match.

Item 11 – Fund Raising

Due to Al's absence there was no update on fund raising, however the main focus was Village day on the 16th July. Michael advised the Committee that the planning had been going well and that he was very positive that the event would be a successful one.

Item 12 Football Club

Neal advised the Committee that the football clubs under 14/15/16 had all been very successful in the league this year and that the club as a whole was doing well.

The Committee were also advised that the football AGM and end of season party would take place on the 5th June and that the FA Cup would be present.

Item 13 Residents Association

There was no further update from the RA.

Item 15 Any Other Business (AOB)

The following items were discussed as AOB:

John Moorby advised that the first committee meeting of the conservation team took place recently and that the minutes had been circulated.

Neil requested an update on the PA system for the Hall. Michael advised that this had been progressed by him due to Dylan's personal/work commitments and that he was planning on presenting the solution to the committee at the next meeting.

Neal also updated the Committee on the MUGA. Planning application is 90% complete. Carpark survey is complete and the results of the electronic monitoring is being studied. Feedback will be forthcoming.

Ian raised concern that youths speeding in their cars within the village hall carpark was becoming a growing issue. The Committee agreed to look into a joint CCTV monitoring system in conjunction with the shop as well as controlled access when the Committee widens the entrance. The Committee has also not ruled out reinstating the speed ramps.

Angus raised concern about the commercial and expenditure needs of the conservation team. Michael suggested that the Committee would look favourably on any quotes and request for reasonable funding in support of the conservation team.

Michael

Joan informed the Committee that 'Work Aid' would visit the hall on the 2nd July and that they would be collecting any old or unused garden machinery or tools.

Joan raised concerns that access to the garage was limited due to the storage of tables and chairs from the cabin.

Michael advised the Committee that both the shop and football club leases were overdue for renewal and that he and Dylan would be seeking legal advice shortly for which there would be a cost.

Future events for the diary:

2nd July – Work Aid visit the Hall

16 Jul – Village Day

Item 14 – Date of Next Meeting

The next meeting would be **Monday 6th June 2016** which would be annual conservation walk commencing from the Hall at the earlier time of 19:30

Michael thanked everyone for their time this evening and the meeting closed at 21:20.