

**MINUTES OF MEETING FROM THE HUGHENDEN VILLAGE HALL COMMITTEE HELD ON  
7<sup>th</sup> November 2016 @ 8.00pm**

<b>Present</b>	Michael Sole Angus Idle Diana Gibbons Andrew Flint Christine Powell Bob Hawkins Tony Konieczny Neil Bellamy Louise Jones Ian Stearn John Moorby Al Bowyer Judy Biggs Joan Steel Peter Gieler	Chairman Residents Association Pre-School HAGA Bookings Secretary Treasurer Trustee Football Club Village Shop Trustee Conservation Team Fund Raising MS Society Valley Friends Parish Council
<b>Apologies</b>	Roger Thyer-Jones Bev Beveridge Jill Graves	Martial Arts Projects Manager Art Group

ITEM	PERSON
<p><b>Item 1 – The Chairman’s Welcome and Introduction</b></p> <p>Michael welcomed everyone to the meeting.</p>	
<p><b>Item 2 – Apologies</b></p> <p>Apologies were declared, acknowledged and recorded.</p>	
<p><b>Item 3 - Record of Minutes from the last Meeting</b></p> <p>The minutes of October 2016 meeting were agreed as a true reflection of the meeting.</p>	
<p><b>Item 4 – Matters Arising from the last Meeting</b></p> <p>Dylan still to report back on the terms of reference for both the trustees and committee.</p> <p>Update: Dylan circulated a Management Guide that had been produced by a local solicitor and requested that the Committee comment before the final document issued.</p> <p>Michael advised work on the proposed CCTV system was ongoing.</p> <p>Tony and Andrew are to investigate acoustic panels.</p> <p>Update: Tony and Andrew gave a detailed feedback on their investigations of wall and ceiling acoustic panelling. A vote was held and it was agreed that £2500 could be spent on ceiling panels and we would review the walls later. Tony and Andrew were asked to seek an installer.</p>	<p align="center">Michael</p> <p align="center">Tony/Andrew</p>

<p>Increase in Tariff</p> <p>Update: Christine and Bob are to meet to amend the tariff as per the decision to add 5% to the current charges.</p>	<p>Bob/Christine</p>
<p>Leases for Shop and Football club</p> <p>Update: Dylan will give an update during his agenda item.</p> <p>Christmas Carols and tree lighting evening is to take place on the 26<sup>th</sup> November after the Bazaar.</p>	<p>Dylan</p>
<p><b>Item 5 – Chairman’s Report</b></p> <p>Michael informed the Committee that Roger Thyer-Jones had decided to step down from the committee due to his Karate and personal commitments.</p> <p>Michael updated the Committee on the Audio installation which was now overdue. We had been let down by the installer and we were pushing for another install date soon.</p>	<p>Tony/Andrew</p>
<p><b>Item 6 – Treasurers Report</b></p> <p>Bob circulated the bank account figures showing a total bank balance of £86,817.86</p> <p>Bob advised that the full year accounts were now complete and with AI for auditing. Currently the account shows a small surplice.</p> <p>Bob advised that the new business rates were due and the expectation was that they would be higher this year.</p>	
<p><b>Item 7 – Secretary’s Report</b></p> <p>Dylan requested that the Committee feedback on the Committee and Trustee guidance paper he had circulated.</p> <p>Dylan advised that we had 8 trustees and that the covenant only permitted 6. We should look to rectify this at the next AGM in December. Following a conversation Dylan was requested to seek advice from the Hopkins Estate to see if we could increase the number of Trustees.</p> <p>Dylan advised the lease for the shop was proceeding slowly but the Football club lease had stalled due to the changes in ownership of the field (being owned by KGV). Following a discussion, it was agreed that Dylan would seek advice from Fields in Trust about re-joining the land ownership under the Hall. Dylan should also seek advice about closing the KGV charity and combining it with the Hall. Possibly renaming the Charity to be the Hughenden Valley Village Hall and King George V charity.</p>	<p>All Committee</p> <p>Dylan</p> <p>Dylan</p>
<p><b>Item 8 – Maintenance Report</b></p> <p>Michael gave the update in Bev’s absence.</p>	

<p>We are still waiting for a quote for the Christmas tree lights. There was some concern over whether the Committee would get to see the options prior to purchase.</p>	<p>Bev</p>
<p>Bev has a solution for providing a hand rail for the steps from the kitchen to the Hall.</p>	<p>Bev</p>
<p>Michael asked John Moorby to remove the skip from the carpark at the earliest opportunity.</p>	<p>John</p>
<p><b>Item 9 – Booking Secretary’s Report</b></p>	
<p>Christine advised that the bookings were good.</p>	
<p>Christine raised a concern about the hiring for the film nights as there was low attendance and the Hall could have been hired for a larger income. Michael suggested we look at it again next year.</p>	
<p>Christine also raised concern about the new play apparatus in the playground which was not suitable for under 5s. Peter Gieler gave a detailed history on the new playground equipment and suggested that it may be replaced but at this time they were negotiating with the manufacturer and installers as there are many issues to address. We should know more in two weeks time.</p>	<p>Peter</p>
<p>Christine suggested that there was an incorrect contact number on the website. Dylan to investigate.</p>	<p>Dylan</p>
<p>Peter also highlighted that the wooden play equipment had been put out of action following a recent safety check. A review of all similar equipment in the Parish was being undertaken. However, there was a lack of funding to replace the equipment.</p>	
<p><b>Item 10 Village Shop Update</b></p>	
<p>Louise advised that the shop planning permission would be completed on the 11<sup>th</sup> November. There was no indication that the result would not be a positive one.</p>	
<p>Louise advised that the School had agreed to undertake the carol service around the tree on the 26<sup>th</sup> Nov. Due to Louise being away, members of the shop volunteers would run the refreshments.</p>	
<p>Michael informed Louise that Bev would be available to undertake the requirements for audio and power etc.</p>	<p>Bev</p>
<p><b>Item 11 – Fund Raising</b></p>	
<p>Al informed the Committee that the advertising for the Bazaar was underway and all donations for the Tombola would be gratefully received.</p>	
<p>The Potter quiz raised £500 for the senior citizens Christmas event.</p>	
<p>Tickets are on sale via Diana for the Christmas Dinner Dance.</p>	

**Item 12 Football Club**

Neil advised the Committee that the new football season was going well. The badgers are still damaging the far football field and that the football club Xmas party is in Magnolia park.

The new changing rooms at the school are now ready to be opened.

**Item 13 Any Other Business (AOB)**

The following items were discussed as AOB:

Angus suggested we reached out to users of the Hall to join the Committee. Dylan reminded everyone that Michael had attempted this last year to no avail. Michael agreed to try again in the New Year.

Conservation Group – John informed the Committee that they were ready to expose the chalk bank and would need an excavator. The committee agreed a sum of up to £500 for the work.

Neil advised the Committee that the planning application for the MUGA had been withdrawn due to technicalities. More work on the parking arrangements were required.

Judy advised the Committee that the Ploughman's lunch raise £600.

Peter Gieler advised that the Parish Council had a new Clerk, Shona Howen. As a result, the offices would now be open from 9-5 Mon-Fri.

Peter also raised concern about the lack of Parish Councillors from Hughenden. He encouraged those present to encourage others to join in order that Hughenden Valley is represented.

Peter also raise concern about the number of road signage that has been erected in the Valley pointing towards the doctor's surgery.

Michael advised that the local Panto would be shown in the Hall on the 20/21/22 Dec. Tickets are on sale now.

Dylan requested an electronic version of the flyer for the website.

**Item 14 – Date of Next Meeting**

The next meeting would be the AGM on **Monday 5th December 2016 @ 7:30pm**

**The Next Committee meeting would be held on Monday 9<sup>th</sup> Jan 2017 @8pm**

Michael thanked everyone for their time this evening and the meeting closed at 21:30.

Michael

Dylan