

**MINUTES OF MEETING FROM THE HUGHENDEN VILLAGE HALL COMMITTEE HELD ON  
6<sup>th</sup> March 2017 @ 8.00pm**

<b>Present</b>	Michael Sole Dylan Jones Angus Idle Diana Gibbons Andrew Flint Christine Powell Bob Hawkins Tony Konieczny Neil Bellamy Jill Thompson Ian Stearn Judy Biggs Joan Steel Peter Gieler Derek Ransom Jill Graves John Moorby Vicky Bellamy	Chairman Secretary Residents Association Trustee HAGA Bookings Secretary Treasurer Trustee Football Club Village Shop Resident member MS Society Valley Friends Parish Council Trustee Art Group Conservation Team Trustee
<b>Apologies</b>	Al Bowyer	Fund Raising

ITEM	PERSON
<p>Amendments were made to these minutes at the request of the Committee following the monthly meeting on 3<sup>rd</sup> April 2017. Changes were made in Para 5, 7 and 9 and highlighted in blue</p> <p><b>Item 1 – The Chairman’s Welcome and Introduction</b></p> <p>Michael welcomed everyone 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 February 2017 meeting were agreed as a true reflection of the meeting.</p>	
<p><b>Item 4 – Matters Arising from the last Meeting</b></p> <p>Michael advised work on the proposed CCTV system was ongoing. Now that the shop was in position and had its own CCTV, he would work with the Shop to ensure the area of the back of the hall was covered by one of the two CCTV systems</p> <p>The acoustic panels will be installed the weekend of 10<sup>th</sup> April.</p>	<p>Michael</p> <p>Bev</p>

<p>Michal advised that the shop Lease was progressing and that Heads of terms had been agreed to allow the shop to open on the 4<sup>th</sup> March.</p> <p>Xmas lights and internal doors would be discussed when Bev gave his update. Bev and Michael are looking at speed bump options for the entrance to the carpark.</p> <p><b>Item 5 – Chairman’s report</b></p> <p>Michael congratulated the shop committee on the successful reopening of the shop.</p> <p>Michael advised the committee that Peter Gieler had been informed by the Parish Council <a href="#">that voting on the Hall Committee may undermine his position on the Parish Council</a>. Therefore it has been agreed that Peter would attend the meetings of the Hall Committee, but not enter a vote. The Covenant will be updated to reflect this.</p> <p>Michael advised that the planning for Village Day 2018 would need to start soon and requested a volunteer to Chair the Village Day Committee. It was suggested that an advert be placed in the Hughenden News.</p> <p>In previous years the Hall has supported the Youth Bus, Climbing Wall and film nights but they have been poorly attended due to lack of advertising. This year there would be an expectation that appropriate advertising and notice was given if the Hall facilities are required.</p> <p><b>Item 6 – Treasurers Report</b></p> <p>As the finance report had been emailed to members prior to the meeting, Bob highlighted the following:</p> <p>The fund raising account with CAF Bank had been closed as the Bank was now charging £5 per month per account and so the accounts had been reduced to one savings account.</p> <p>The sub-committee chosen to discuss the change to the Hall tariff had not yet met and he would be arranging a meeting shortly.</p> <p><b>Item 7 – Secretary’s Report</b></p> <p>Dylan asked for a vote on the proposal put forward by the Parish Council on the responsibilities regarding the Playground. The proposal was in line with how the Hall maintained the Playground already, it just meant that all the halls in the Parish would be agreeing to the same. The proposal included:</p> <p><a href="#">Raking</a> and loosening the bark periodically. Weekly inspections of the equipment Maintaining the Hedges (the Parish Council will maintain the fence) Grass cutting Vandalism repairs claimed through our own insurance.</p> <p>A vote was held and all present were in favour of the proposal.</p>	<p>Bev</p> <p>Michael</p> <p>PCHV</p> <p>Bob</p>
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Dylan also advised that he had spoken with the Fields in Trust about the merger of the two charities as they were an interested party. No further progress had been made.

**Item 8 – Maintenance Report**

Bev joined the meeting to discuss the following:

Internal Doors – We now have a company that is willing to replace the doors with all the furnishing for £6K. All agreed to go ahead with the project.

Crack in Kitchen worktop – A large crack has appeared in the worktop in the main kitchen. We could try and get a repair under warranty but that might take some time, or have it replaced at a cost of £2k. Following a discussion it was decided that as the purchase was made with Buildbase of Hughenden Valley, we should attempt to have it repaired under warranty. However, if this looks as though it will take an unacceptably long time, authority is given to replace at a cost of £2k.

Garage Roof – The garage roof has been damaged by the recent weather. Dylan to contact the insurance company and Bev is to obtain a quote for repair.

Xmas Tree Lights – a discussion was held on how to upgrade the Xmas lights. It concluded with an agreement that a rope light would be placed around the trunk of the tree and reassessed once complete.

Hand rail – An additional handrail is on order for the other side of the stairs from the kitchen.

**Item 9 – Booking Secretary’s Report**

Christine advised the committee that the Pre-school had requested additional use of the small hall. However, we currently have bookings and therefore the requested was rejected.

Elaine Smith, a local resident is fund raising for defibrillators to be placed around the village. She is offering an external Defib for the Hall if the internal one we own is relocated to the school. Following a discussion, it was agreed that we would like an external defib, but would also like to keep the internal one, as it is more accessible to hall users. We would help to fund the schools defib, if the Hall could keep its current defib and have the external one. Christine is to speak with Elaine.

Michael suggested we publish the emergency maps of the Hall buildings so that users knew where to locate the defib.

**Item 10 – Village Shop update**

Jill gave a brief overview of the weekend shop opening event

**Item 11 – Football Club update**

Neil advised that the annual quiz had been postponed as it clashed with other village events

**Item 12 – Fund Raising Report**

Bev

Bev

Dylan /Bev

Bev

Bev

Christine

Michael/Dylan

<p>Due to Al's absence, there was no detailed update. Vicky advised that she had taken ownership of 75 seat covers for the Hall and requested funding to increase the number to 120. All agreed that she should investigate the costs.</p>	<p>Vicky</p>
<p><b>Item 13 – AOB</b></p>	
<p>Peter informed the committee that Hilda Stearn was now a parish councillor. The trees had been cut back on Cryers Hill and objections had been raised to the Hopkins estate service road and the Great Kingshill School Pre-school building.</p>	
<p>Jill Graves requested more tables in the small hall. Michael will speak with Bev to see how this could be achieved without filling the hall.</p>	<p>Michael/Bev</p>
<p>Diana informed the committee that the Valley Players would be performing a review night on the 24<sup>th</sup> April. Panto was booked for the week commencing 9<sup>th</sup> December and the Xmas dinner dance was the 16<sup>th</sup> December.</p>	
<p>Judy advised that the MS dinner went well.</p>	
<p>John Moorby requested access to Parish council ground to access materials for hedge laying. Michael and John are to formally write to the Parish Council.</p>	<p>John/Michael</p>
<p>Planting around the bins had been completed but they are waiting for the guttering to go up on the shop before the planting at the back of the shop goes ahead.</p>	
<p>Angus requested clarification on the process of joining the two charities. Dylan informed Angus that nothing would change as the trustees and Committee currently run both charities.</p>	
<p><b>Item 14 – Date of Next Meeting</b></p>	
<p><b>The next Committee meeting would be held on Monday 3<sup>rd</sup> April 2017 @ 8pm</b></p>	
<p>Michael thanked everyone for their time this evening and the meeting closed at 21:16.</p>	