

**MINUTES OF MEETING FROM THE HUGHENDEN VILLAGE HALL COMMITTEE HELD ON
8th May 2017 @ 8.00pm**

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

ITEM	PERSON
<p>Item 1 – The Chairman’s Welcome and Introduction</p> <p>Michael welcomed everyone the meeting and thanked those present for their continued support and commitment to the Hall.</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 April 2017 meeting were agreed proposed and seconded by Judy and Vicky.</p>	Dylan
<p>Item 4 – Matters Arising from the last Meeting</p> <p>Michael advised that work on the proposed CCTV system was ongoing.</p> <p>The acoustic panels had been installed.</p> <p>Michael advised that Dylan would give an update on the shop lease as part of the secretary’s update.</p> <p>Bev and Michael were still looking at options for the speed bumps.</p>	Michael Bev
<p>Item 5 – Chairman’s report</p> <p>Michael informed the committee that he had met with Al Bowyer who had advised Michael that he no longer wanted to lead the fund-raising activities</p>	

for the Hall. He no longer believed he had the time to commit to leading the fund raising, although he was still committed to assisting with it, especially with the routine annual events,

Michael was pleased to announce that Vicky Bellamy has agreed to be responsible for fund raising and report to the committee.

An update on the search for a Chairman to lead next year's Village Day had not resulted in any volunteers. Therefore, Michael agreed to lead the planning for the next on the Village Day on 14th July 2018. Michael advised that the first planning meeting would be very soon.

Michael

Item 6 – Treasurers Report

As the finance report had been emailed to members prior to the meeting, Bob just highlighted some details for the previous months spend. Bob advised that they had received a discount on the Grundons refuse collection renewal. The new invoice would be sent to the shop as they are able to claim the VAT.

Bob also advised that he would attempt to apply for an increased discount on the building rates. Wycombe District Council had only applied the Charity discount to the rates when in previous years we had received additional discounts,

Bob

Bob was also planning to arrange a meeting to discuss the tariff for 2018 as soon as possible,

Item 7 – Secretary's Report

Dylan advised that the shop contract draft was now with the shop committee for their feedback.

The Land registry merge of the Hall and Field had now been completed. This meant that the issue of access to the car park was no longer an issue and we could now move forward with the football club lease.

The Hopkins estate had agreed to meet and discuss the proposed changes to the Covenant requested by the Trustees. Several attempts have been made to agree a date for the meeting but no meeting has been arranged yet.

The Trustees have met to discuss the proposed parking put forward by the sports committee in support of the MUGA business plan. The Trustees listened to feedback provided by the Committee members and were unanimous that the proposed parking was not supported by the Hall.

The Trustees noted that regardless of the MUGA, the Hall had a parking issue that needed addressing and agreed to focus time and effort to try and find a resolution.

Dylan advised that he had met with David Sharman of the Fields in Trust to discuss the merging of the charities. The feedback from the Trust was that they were in support off the merger. They still had the Hall Trustees down as the management team and this would bring it back in line with the documented arrangements. The Trust would like the Trustees to agree to

resign the deed committing the field to the Trust under the new name. This would replace the 1950 Covenant.

Dylan advised they also discussed the proposed MUGA and whether this would be something the Trust would support. The Trust would need to see the plans but the MUGA would be something the Trust would consider if it was open to the community to use.

Item 8 – Maintenance Report

Michael gave a quick update on outstanding maintenance work:

Internal Doors – Installation is delayed and will take place during the summer pre school break.

Crack in kitchen worktop completed

Garage roof – Dylan is awaiting pictures from Bev to complete the insurance claim.

Hand rail – Completed

Item 9 – Booking Secretary's Report

Christine advised that Defib training had taken place and that there would be more training planned for the Committee in July/Aug.

The new Defib will be installed outside the Hall with the internal Defib being donated to the Hughenden Primary School. The access number for the external defib will be as widely published as possible, but no install date had yet been agreed.

A request had been made for a bouncy castle on the field for a 70th Birthday Party. Dylan advised they would need their own insurance and needed to comply with the bouncy castle guidelines set by the **British Inflatables Hirers Alliance**.

Christine advised that Simon Kearey had requested another film night in the Hall during October 2017. Christine was concerned as previous cinema events had been poorly advertised and attended.

All agreed that this was a community event and should be supported albeit, we will cancel the booking if the event is poorly advertised and not being marketed properly. The Committee will review its position in early September.

Item 10 – Village Shop update

Louise advised the shop was still going well. The cladding is now complete and the downpipes will be completed shortly.

The new till is now capable of selling tickets for Hall events should this be required.

Item 11 – Football Club update

Christine

<p>Neil advised that one of the younger teams had won their first silverware.</p> <p>The school changing rooms will open on the 20th May with a small ceremony.</p> <p>The football club fun day will be on the 11th Jun.</p> <p>Item 12 – Fund Raising Report</p> <p>Due to Al's absence, there was no detailed update.</p> <p>Item 13 – AOB</p> <p>Dylan spoke about the proposed playground contract that he had circulated prior to the meeting.</p> <p>The contract with the Parish Council was a draft that needed the Committees feedback before it is ready to sign.</p> <p>Dylan shared his ideas with the Committee and agreed to forward his comments to Peter Gieler for inclusion in the contract before the Committee would consider signing it.</p> <p>Judy mentioned the roof covering on the small hall looked damaged. Dylan advised it had been looked at several months earlier but we would ask Bev to take another look.</p> <p>The chairs in the large hall had not been put away properly after an event. Bev had now put a polite notice up.</p> <p>The bins were overflowing by mid-week the previous week. Michael will keep an eye on it and arrange additional collections if needed.</p> <p>Kettle is broken in the small hall. A discussion was held as to the need for a kettle as there is a water heater which was safer to use. It was agreed the water heater should be used not a kettle.</p> <p>Angus raised a question on the fire assembly point. Michael advised Bev was tasked with putting up signs on the field to mark the assembly point.</p> <p>Ian raised concern about the flying of drones in the local area and asked the Committee for their view on drones on the field. Michael advised that it had not been considered and requested that Peter Gieler seek advice from the Parish Council so that we could follow their guidance.</p> <p>John Moorby gave an update on the treatment of the Knotweed and the grass cutting that will take place in July, Aug and Sept.</p> <p>Jill raised the matter of the replacement Potter Plaque for the bench at the end of the field. This will be raised again with Bev because at least 2 plaques had been delivered and not installed.</p> <p>Peter advised that the PC had agreed to cut the hedge rows and verge on Wedgewood and Valley Road. They are also considering Coombe Lane.</p> <p>Affinity Water had now completed their work on Cryers Hill albeit some verge repairs were outstanding.</p>	<p></p> <p></p> <p></p> <p></p> <p>Dylan</p> <p>Bev</p> <p></p> <p>Bev/Michael</p> <p></p> <p>Bev</p> <p>Peter</p> <p></p> <p>Bev</p> <p></p>
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Item 14 – Date of Next Meeting

The next meeting would be the conservation walk at the earlier time of 19:30 on Monday 5th June 2017

Diana and Judy will arrange cheese, wine and soft drinks. Dylan will arrange the beer.

Michael thanked everyone for their time this evening and the meeting closed at 21:15.

Dylan / Diana