

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

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

| ITEM  | PERSON      |
|---|-------------|
| <p><b>Item 1 – The Chairman’s Welcome and Introduction</b></p> <p>Michael welcomed everyone to the meeting especially Paul Cooper who was accompanying Jill from the Art Club and who will be covering for Jill when she is absent.</p> <p>Michael also informed the Committee that there would be a meeting in December as he is now able to attend.</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 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 that the installation of the CCTV had commenced and that the workmanship and quality of the install was very good.</p> <p>The internal doors are all but complete and a solution to keep the doors open is being investigated.</p>  | Maintenance |

### **Item 5 – Chairman’s Report**

Michael informed the Committee that he had attended a Parish Council (HPC) meeting where the future of the local playgrounds supported by the HPC was being discussed, The outcome of the meeting was that after 20+ years of managing the playgrounds, the HPC was withdrawing funding for the playground equipment and would no longer repair or replace damaged equipment.

Michael expressed his shock and disappointment of the decision by the PC and suggested a Sub Committee be formed to look at fund raising for the Hall.

A discussion was held about the impact on the Hall fundraising and how this might undermine the Halls income.

Peter Gieler of HPC, added that the decision made was a difficult one. The cost of replacing the equipment far exceeded the budget available, which would now be concentrated on the maintenance of bark, insurance, inspections and high risks defects.

It is hoped that grants would be available on a match funding basis, to help the local Halls replace the playground equipment as and when required.

Peter requested a formal meeting with the Committee to discuss the playground in more detail.

Michael advised that he was still chasing the Shop Committee for a signed shop lease.

Michael updated the Committee on the recent Trustee meeting where the new proposal for the All-Weather sports facility was discussed. The Trustees had decided they could see no reason to stop the proposal continuing to public debate and planning discussions with the local authority. Michael read a statement from the Trustees that would be attached to these minutes.

### **Item 6 – Treasurers Report**

Bob advised that there had been more transactions this month and that this is normal for this time of year.

The end of year accounts were with the Auditor and the accounts showed a small trading deficit

Tony queried a payment to the Shop. Bob explained that the Shop paid the Utility bill so that they could claim VAT and the Hall refunds the Shop. This helps the shop reduce its outgoings while having no impact on the Hall.

Total funds available £89,879.04

### **Item 7 – Secretary’s Report**

Dylan advised that the Charity name had changed as planned but the charity number for the Hall remained the same.

Michael

Dylan

Planning had taken place with the Hopkins Estate to update Covenant to modernise the wording. However, the Hopkins Estate Lawyers had advised against changing the Covenant. Therefore, no changes will be made other than to add the charitable aims of the King George Field to the Constitution ready for the AGM in January.

Unusually the Covenant also details the Constitution so there is little the Committee can change. The Constitution will be circulated for Decembers Committee meeting.

**Item 8 – Maintenance Report**

No maintenance items were discussed.

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

Books remain buoyant

**Item 10 Village Shop Update**

No update from the Village Shop.

**Item 11 Football Club**

No update from the Football Club

**Item 12 – Fund Raising**

No update on fund raising

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

The following items were discussed as AOB:

Judy requested a copy of the liability certificate.

Diana requested additional bins as they were overflowing. Michael agreed to monitor the situation

Peter reminded everyone that he ran a HPC surgery every Thursday 1-3:30pm in the Shop.

Peter informed everyone that the PC had agreed to fund a notice board but a location had not been agreed

Jill informed the committee that following the break-in in the small hall, the cupboard locks were broken and the lock on the main door needed replacing. Michael advised that these items were on the maintenance list.

Paul asked how many tables should be in the small hall. Christine advised 10.

Ian encouraged the Committee to review the Terms of Hire as the car parking and miss-use of the Hall was continuing and impacting on neighbours. Also, a disabled space was being impeded by poor parking. Michael will address these issues.

Angus/Dylan

Dylan

Michael

Maintenance

Michael

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|---|--|
| <p>John Moorby gave a quick update on the conservation teams work and timings.</p> <p>Angus requested some information on how the AGM was being advertised to residence. Michael advised that we would follow the usual format of Posters, local paper, emails, website and Facebook.</p> <p>Michael requested a fund of £1500 to engage with an architect to draw some options for changing the entrance to the side of the Hall. All agreed. Ian suggested approaching local universities.</p> <p>Michael also advised that he was investigating replacing the external doors at a cost of between £5-8k.</p> <p><b>Item 14 – Date of Next Meeting</b></p> <p>The next meeting will be <b>Monday 4th December 2017 @ 8pm</b></p> <p>Michael thanked everyone for their time this evening and the meeting closed at 21:20.</p> | <p>Dylan</p> <p>Michael</p> <p>Michael</p> |
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