

**MINUTES OF MEETING FROM THE HUGHENDEN VALLEY VILLAGE HALL COMMITTEE**  
**HELD ON 9<sup>th</sup> April 2018 @ 8.00pm**

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

ITEM	PERSON
<p><b>Item 1 – The Chairman’s Welcome and Introduction</b> Michael welcomed everyone to the meeting and thanked Dylan for standing in whilst he was on holiday.</p>	
<p><b>Item 2 – Apologies</b> Apologies were declared, acknowledged and recorded.</p>	
<p><b>Item 3 - Record of Minutes from the last Meeting</b> The Minutes of the February and March meeting were tabled. Michael explained that Angus has raised a query on the February’s minutes at the last meeting and as a result they were not accepted as a true reflection of the meeting.  Michael and Angus had spoken and it transpired that Angus was referring to an earlier meeting and that the minutes of that meeting i.e. December had already been amended.  All present agreed that both sets of minutes were a true reflection of the meetings.</p>	
<p><b>Item 4 – Matters Arising from the last Meeting</b> The shop lease had still not been agreed and after chasing there had been no response from the shops legal advisor. Michael has now requested a meeting with the shop Chairman and Manager to try and progress the situation. Michael reminded everyone that Dylan is standing down as Secretary and volunteers are required. Michael urged those present to suggest people outside of the Committee if necessary.</p>	Michael

All other outstanding points would be addressed within the relevant parts of the meeting agenda.

### **Item 5 – Chairman’s Report**

Michael advised that Christine was convalescing following a knee replacement. As a result, her neighbour would be undertaking the booking secretary role as she had done on previous occasions.

The football club lease was overdue and was now a priority. The new lease will be in line with the proposed agreement with the shop committee so that all tenants had similar arrangements.

Michael informed the Committee that the Ubiquitous Theatre evening was a great success, but it was disappointing that the sell out crowd had very few local residents in attendance. The evening was a fund-raising event for the Hall and was expected to have raised in the region of £1000.

Michael informed the Committee that the recent Hughenden News article which claimed that the Village Hall Trustees had given their ‘blessing’ for the proposal was false and misleading.

Michael had requested that the Residents Association publish written apology and distribute it throughout the Village so that the anguish and upset caused by the article could be addressed.

Michael had been advised that an additional interim magazine will be published shortly with the apology and a clarification of the Trustees position on the proposal.

Angus requested the minutes of the meeting where the sports committee presented to the Hall Committee the detailed proposal for the All-Weather facility.

Dylan

### **Item 6 – Treasurers Report**

In Bobs absence Michael circulated the financial reports. Nothing of note was raised.

Michael informed the Committee that Bob was now focusing on the electricity supplier contract renewal. Bob had reported that initial enquiries had highlighted that the cost would be significantly higher than present.

### **Item 7 – Secretary’s Report**

Dylan informed the Committee that he had met with Angus to understand his queries on the Constitution. These had been discussed and minor amendments made and then circulated to the Committee for comment. To date only Christine had raised a comment on the eligibility of users to join the Committee. Dylan suggested he look at the point raised in more detail and recirculate the Constitution. Committee members were urged to feedback their thoughts soonest. The Constitution will be agreed at the next Committee meeting.

Dylan

All trustees were now registered with the Charitable Trust and the financial accounts and now been submitted.

<p>Dylan advised he was now working on a policy for the new General Data Protection Regulations (GDPR) that come into force in May.</p> <p>Dylan explained that Darryl had now received all of the Health and Safety documentation after he volunteered to lead the Committee with regards to Health and Safety. Darryl advised he had read the documents but wanted to catch up with Dylan to understand the some of the background.</p> <p><b>Item 8 – Maintenance Report</b></p> <p>Michael reminded the Committee that Bev would be taking an extended holiday during April &amp; May and that cover would be required. Darryl offered his services in an emergency.</p> <p>Work had commenced on the small kitchen at the front of the Hall. This room is often used as a bar and required a fridge and worksurfaces.</p> <p>The project to install acoustic panels would take place when Bev returns from holiday.</p> <p>The toilet seats are on order and the floor sealing of the Halls would take place in the Summer holiday period.</p> <p>Quotes were still outstanding for the external doors and the broadband had not been installed during March. Bev was arranging a new date for installation.</p>	<p>Daryl/Dylan</p>
<p>Daryl highlighted a broken vent on the roof which protected the boiler and offered to repair it.</p>	<p>Daryl</p>
<p><b>Item 9 – Booking Secretary’s Report</b></p>	
<p>Due to Christine’s absence there was no update.</p>	
<p><b>Item 10 Playground Sub Committee Update</b></p>	
<p>Kerry presented a proposal for replacing the equipment in the playground that had been removed by the Parish Council. Three quotes had been obtained but only one viable option was available. The proposal was estimated to cost £15000.</p> <p>Kerry discussed different fund-raising initiatives including grant applications that would need to be submitted by the Committee. Kerry requested an indication of a financial commitment from the Village Hall Committee and explained that this would be fundamental to the success of the grant applications. Michael and Dylan agreed to meet with Kerry to discuss this in more detail. Kerry agreed to forward the application forms to Dylan so that he could prepare for the meeting.</p>	<p>Kerry</p>
<p>Michael suggested Kerry speak with Peter Gieler of the Parish Council to discuss available funds.</p>	
<p><b>Item 10 Village Shop Update</b></p>	
<p>As there was no one present rom the Shop Committee there was no update.</p>	
<p><b>Item 11 Football Club</b></p>	

As Neil was absent there was no football club update.

### Item 12 – Fund Raising

In Vicky's absence there was no fundraising update. However, Michael gave a quick update on the preparations for Village Day.

### Item 13 Any Other Business (AOB)

The following items were discussed as AOB:

Kerry requested that Michael speak with Vicky about the PTA of Hughenden Primary school having a stall at Village Day.

Michael

Angus raised the local crowd funding initiative to obtain a Doppler machine for the doctor's surgery. Dylan will add the details to these minutes.

Dylan

Diana raised the Christmas Bazaar. Michael suggested planning started soon as we wanted to make it different this year. Kerry volunteered to be part of the planning committee.

Diana

Diana also volunteered to arrange the refreshments for the Conservation Walk evening on the 4<sup>th</sup> June. Michael encouraged everyone to attend.

Diana

Joan highlighted that the internal bins had not been emptied and were full on Friday evening. Michael will investigate this.

Michael

Andrew advised HAGA was 'rolling along'.

Andrew also advised that the sub committee focusing on the terms of hire had met. Several organisations had shared their terms and they had also obtained a template from ACRE.

John advised that despite the poor weather the team had undertaken some significant work. John urges the Committee to attend the work in June to see for themselves the results of the work undertaken.

All Committee

### Item 14 – Date of Next Meeting

The next meeting will be on **Monday 14<sup>th</sup> May 2018 due to the Bank Holiday.**

Michael thanked everyone for their time this evening and the meeting closed at 21:11hrs.

#### Key Dates:

<b>Valley Players Anywhere to Anywhere</b>	<b>10<sup>th</sup> May2018</b> <b>11<sup>th</sup> May 2018</b> <b>12<sup>th</sup> May 2018</b>
<b>Conservation Walk</b>	<b>4<sup>th</sup> June 2018</b>
<b>Village Day</b>	<b>14<sup>th</sup> July 2018</b>
<b>Xmas Bazaar</b>	<b>24<sup>th</sup> November 2018</b>