

MINUTES OF MEETING FROM THE HUGHENDEN VALLEY VILLAGE HALL COMMITTEE
HELD ON 2nd July 2018 @ 8.00pm

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

ITEM	PERSON
<p>Item 1 – The Chairman’s Welcome and Introduction Michael welcomed everyone to the meeting and thanked John Moorby for the conservation tour of the Field in June.</p>	
<p>Item 2 – Apologies Apologies were declared, acknowledged and recorded.</p>	
<p>Item 3 - Record of Minutes from the last Meeting The Minutes from Mays meeting were agreed as an accurate record of the last meeting. Proposed Andrew Flint, Seconded Christine Powell</p>	

Item 4 – Matters Arising from the last Meeting

Michael advised the Committee that the architect had submitted a floor plan drawing for our 2020 vision for the future of the Hall. Michael has not yet had time to review the drawings but it is hoped that they can be shared and discussed during the September meeting.

Michael

The cleaner has now left and Michael has engaged with a temporary cleaner. Several companies have been approached to undertake the cleaning contract. The pricing of each submission was explained to the Committee and a company was chosen. Michael will inform those companies that were not successful. The contract will commence at the end of July 2018.

Michael

Additional quotes had been sought for the treatment of the Hall floors. Due to the small differences in pricing it was decided to remain with the contractor that has previously undertaken this work. The work will commence on the 6th August.

Michael also advised that now Bev was back he would see if there was a requirement for the scaffold tower that Judy was willing to donate to the Hall. Bev will also be replacing the locks on the cupboard doors in the small Hall for the Art Group.

Maintenance

Item 5– Chairman’s Report

Michael advised that the shop lease was held up on one point which was being debated. The Shop legal team has been asked to provide wording that would please both parties and we are awaiting a response.

The football lease is still ongoing.

Item 7 – Treasurers Report

Bob circulated the accounts and bank statements for the months of May and June 2018. There was nothing of note in these accounts.

Tony raise a question on the increasing costs of the lease negotiations. Michael advised that this was a fixed cost agreement and the **extra** time spent would not incur additional expense.

Michael noted that the income from the WYSPA hiring over three nights was much lower than the income realised when we arrange our own shows. Tony express disappointment that the attendees were from outside of the Village and not the local community.

Bob raised several procedural concerns and reminded those present of the authorised spend limits within the Constitution and how spend is authorised. Bob’s main concern was that process of monies spent on maintenance, how the billing was not direct, the number of quotes received was not enough and the copy invoicing was not always available.

Tony and Michael agreed that the Trustees should address this directly and issue a document setting out the procedures for all those with spend authority.

Trustees

Item 8 – Secretary’s Report

Dylan had circulated copies of the GDPR privacy policy for discussion at this meeting. Those present agreed that it was ready to be placed on the website and incorporated within the hire agreement once the new agreement had been completed.

Dylan also circulated a copy of a deed from the Fields in Trust Charity that needed to be completed now that the charity’s name had changed and the Constitution agreed. The deed was to dedicate the Field to King George V memorial as a place of recreation.

Item 10 – Maintenance Report

Michael advised that there were no further items to discuss.

Item 11 – Booking Secretary’s Report

Christine advised that the bookings continued to do well.

A discussion was held about the refuse collections and how inconvenient it was that the company didn’t collect on a Monday following a busy weekend at the Hall. Rubbish is often piled up and attract local wildlife.

Bob agreed to look at the refuse collection contract with the shop committee and see if something could be arranged.

Item 12 - Playground Sub Committee Update

Kerry informed the Committee that the playground equipment had not been ordered as the financial commitment was not forthcoming as had been expected. Michael advised that now the PC had verbally agreed to match fund the Hall donation of £5,000, the Hall Committee would also loan the remaining amount to allow the ordering of the equipment.

Michael and Bob informed the Committee that the GiftAid and MyDonate application forms had been submitted and formal notice of our registration was anticipated within a few days. Kerry advised that until this was in place many donors would not release their money. The Playground sub Committee will have a fundraising stall during Village Day.

Item 10 Village Shop Update

Jill informed the Committee that the shop continued to do well.

Item 11 Football Club

As Neil was absent there was no football club update.

Item 12 – Fund Raising

As Vicky was absent, Michael gave an update on the Village Day arrangements. Barn Dance tickets were going fast and can be ordered through the shop or via the sub-committee.

Item 13 Any Other Business (AOB)

Bob

Kerry

The following items were discussed as AOB:

Christine will be fund raising at home on the 4th August for her Grandson's World Challenge Trip. Tea and cakes will be served.

Diana requested that the light bulbs be replaced on the stage and in the cleaners room.

Joan gave short resume of the Indian Cultural evening attended by the Friend Committee.

Andrew advised that the HAGA weekend away went well.

John thanks Kerry for the Conservation team Facebook account.

Angus expressed concern that he was unable to add an item to the agenda for this meeting. Michael explained that he had requested information on the topic prior to the meeting so that he could understand the relevance to the Hall Committee before agreeing. As nothing was forthcoming he suggested that the topic was raised as any other business.

Angus continued to inform the Committee of a personal assessment he had undertaken on the state of the grasses on the Field. As part of his research he had spoken to Football England to express his concern.

Michael advised that he would raise this with Neil as the football club maintain the field and they would decide what needed to be done with the football club. Michael requested a copy of the report so that he could share it with Neil

Michael/Neil

Item 14 – Date of Next Meeting

The next meeting will be on **Monday 3rd September 2018.**

Michael thanked everyone for their time this evening and the meeting closed at 21:45hrs.

Key Dates:

AGM	3rd December 2018
Xmas Bazaar	24th November 2018
Valley Players Pantomime	13th 14th 15th December 2018
Xmas lights switch on	24th or 25th November TBA
Xmas Dinner Dance	22nd December 2018