

MINUTES OF MEETING FROM THE HUGHENDEN VALLEY VILLAGE HALL COMMITTEE
HELD ON 5th March 2018 @ 8.00pm

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

ITEM	PERSON
<p>Item 1 – The Chairman’s Welcome and Introduction In Michael’s absence Dylan welcomed everyone to the meeting and advised he would take the minutes and Chair the meeting if there were no objections.</p>	
<p>Item 2 – Apologies Apologies were declared, acknowledged and recorded.</p>	
<p>Item 3 - Record of Minutes from the last Meeting The minutes of February’s meeting were tabled. Angus raised that a discussion on the Trustees had not been included in the minutes. Dylan agreed to discuss this with Michael to ensure the minutes were updated accordingly and brought back to the next meeting to be approved. <u>(Following a subsequent meeting between Michael and Angus they agree this issue was raised about the December minutes and amended in January. So, there is no requirement to amend the February minutes).</u></p>	Dylan/Michael
<p>Item 4 – Matters Arising from the last Meeting Dylan read a prepared statement from Michael detailing the matters arising. Shop Lease – Correspondence from the shops legal team has been received and we are reviewing the content and would respond accordingly. Constitution – Dylan and Angus will update the committee. Unfortunately, the planned discussion between Angus and Dylan did not take place and Angus and Dylan will update at the next meeting.</p>	Michael Angus/Dylan All Committee

Replacement Secretary – The Committee were encouraged to put forward a secretary to allow Dylan to stand down from the role. No volunteers put themselves forward.

Item 5 – Chairman’s Report

Dylan read a pre-prepared update from Michael;

Following the election of the Trustees, it was now confirmed that the following are Trustees;

Victoria Bellamy, Diana Gibbons, Tony Konieczny, Derek Ransom, Michael Sole, Roland Wales.

All unsuccessful candidates had been informed.

Michael also acknowledged his error in allowing Victoria to vote for a trustee as a committee member when she wasn’t one. Victoria’s votes were excluded from the counting.

Item 6 – Treasurers Report

In Bobs absence Dylan circulated the financial reports. Tony raised a question on a payment to T Kearney for £3320. Dylan believed this was the final payment for the doors but would double check with Bob on his return.

Dylan/Bob

Item 7 – Secretary’s Report

Dylan informed the Committee that he had yet to meet with Angus to understand his queries on the Constitution but would do before the next meeting.

Dylan/Angus

Dylan will be submitting the financial statement to the Charity Commission before the next meeting.

Dylan

Item 8 – Maintenance Report

Dylan read a pre-prepared statement by Michael on the maintenance:

Both Halls had a deep clean in January and since then we have had several complaints of the hall not being left clean and tidy. Christine has been asked to follow up on these complaints with the users.

Christine

The internal doors are now complete with an additional 4 doors being added. As a result, permission is requested from the Committee to settle the invoice for an additional £1820 bring the total cost to £7820. All present agreed.

Bev

Bev is investigating new lights for the Xmas tree.

Maintenance

Quotes are being requested for the stripping and resealing of both Hall floors. Our usual contractor has increased his pricing significantly, so we are testing the market.

Bev joined the Committee meeting to discuss the following;

<p>Acoustic wall panels – Bev explained the plan to introduce acoustic wall panels to enhance the look and audio quality within the large hall. Pictures were circulated of a proposed layout and design.</p> <p>All present agreed that the project should progress to the next stage and that the design would be brought back to the committee to agree on. Jill asked if the small hall would be included. Dylan advised that at this stage no, but it would be a future aspiration if funds allow.</p> <p>Bev informed the committee that he was replacing the small square tables which were very old. The new tables would match the new doors.</p>	<p>Maintenance</p>
<p>Bev also canvased opinion on new toilets seats. All agreed the seats should be changed as described and that lids should be included. Several committee members suggested other changes to the toilets such as hooks in the ladies toilets for handbags, a change to the men’s urinal and repairs to the cubicles including locks.</p>	<p>Maintenance</p>
<p>Item 9 – Booking Secretary’s Report</p> <p>Christine informed the Committee of a complaint about the use of fireworks by a hirer. All present believed the fireworks lasted no more than 5 minutes and were earlier enough not to be considered a nuisance.</p> <p>Banning firework was discussed but it was agreed that enforcing a ban would be impossible. In addition, some hirers use the Hall for family festivals that traditionally incorporate fireworks and we did not want to exclude these families. Therefore, it was agreed that the use of fireworks would be added to the terms and Conditions of hire requesting that prior warning is given to the neighbours.</p> <p>Kerry gave a brief update on the progress of the Playground subcommittee. It was agreed to add Playground update to future agendas.</p>	<p>Sub Committee</p> <p>Dylan</p>
<p>Item 10 Village Shop Update</p> <p>Jill gave a quick update on how well the shop was used during the snowy conditions and how it continued to be the village meeting place.</p>	
<p>Item 11 Football Club</p> <p>Neil gave an update on the donations and achievements of the football club. £7500 had been donated to the local community in one way or another in recent months.</p> <p>Neil also advised the Committee that he was in discussion with the Parish Council over the repair of the gate to the far football pitch.</p>	
<p>Item 12 – Fund Raising</p> <p>In Vicky’s absence there was no fundraising update.</p>	
<p>Item 13 Any Other Business (AOB)</p> <p>The following items were discussed as AOB:</p>	<p>Maintenance</p>

<p>Jill requested new locks on the small hall cupboards</p> <p>Judy reminded everyone of the Ploughman's lunch for the MS society on the 4th April</p> <p>Tony suggested we seek advice on dressing the Xmas tree from a resident on Warrendene road who has dressed their tree professionally.</p> <p>Angus asked for an update on the Health and safety risk process. Dylan advised that a review was overdue. Daryl agreed to oversee the health and Safety aspects of the halls and request that Dylan send him all the policies and inspection reports.</p> <p>Neil advised the Committee that the Sports Committee were circulating a flyer about the all-weather pitch and that a website was now live.</p> <p>Andrew advised that the HAGA group continued to do well and grow its membership.</p> <p>Dylan advised the Committee of the Ubiquitous Theatre groups Hall fundraising evening on the 23rd March. Tickets available from the shop.</p> <p>The Hall broadband would be installed on the 26th March.</p> <p>Item 14 – Date of Next Meeting</p> <p>The next meeting will be on Monday 9th April 2018 at 8.00pm</p> <p>Dylan thanked everyone for their time this evening and the meeting closed at 21:27hrs.</p>	<p>Maintenance</p> <p>Daryl/Dylan</p>
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