

MINUTES OF MEETING FROM THE HUGHENDEN VALLEY VILLAGE HALL COMMITTEE
HELD ON 3rd September 2018 @ 8.00pm

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

ITEM	PERSON
<p>Item 1 – The Chairman’s Welcome and Introduction Michael welcomed everyone to the meeting following the Summer break.</p>	
<p>Item 2 – Apologies Apologies were declared, acknowledged and recorded.</p>	
<p>Item 3 - Record of Minutes from the last Meeting Angus noted that there was an error in the previous meeting minutes. The AOB reference to the quality of the grass on the field. He had referred to the Sports Turf Research Institute and not Sports England. Dylan was requested to amend the minutes.</p>	Dylan

Item 4 – Matters Arising from the last Meeting

Michael advised that Simply Gleaming has started their cleaning contract and was being overseen by Diana. The large hall was being cleaned on Tuesday's and the Small Hall on Mondays. This will be reviewed as the contract settles.

Michael will update the Committee on the Vision 2020 project later in the meeting.

Tony is to circulate the spending rules following the Trustee meeting.

Roland had rearranged the refuse collection with Grundon to a Monday, but they had yet to change their routine. Roland will follow this up and if no progress, will look to move the contract to another supplier.

All other outstanding items will be covered as agenda items.

Item 5– Chairman's Report

Michael advised that the shop lease had not progressed since the last meeting. Roland believed that the Shop committee had now formally engaged with their legal team but was not 100% sure.

The Trustees had agreed to give the shop committee until the end of the year to resolve this otherwise the Trustees would issue a 'license' allowing the shop to be there but offering no legal rights of occupation or tenure.

Michael informed the Committee that the annual grant from the Parish Council (PC) had required an application to be submitted rather than it being automatically offered as in previous years.

Michael had submitted an application, but the grant was refused on the basis that the Hall had sufficient fund in reserve. A discussion followed which highlighted the Football club had also been refused a grant. However, Great Kingshill Village Hall and Widmer End Football club had been given a grant.

Tony has written to the PC and submitted a freedom of information request on their spending plans and reminding the PC that they too hold monies in reserve for which they were penalising the Hall. Tony will update the Committee of any response at the next meeting.

Michael has documented the spending plans for Hall for 2019/20 and circulated it amongst the Committee. All agreed that this should be posted on the website for all to see to ensure that the community understood way the Hall had held funds in reserve.

Vision 20/20 – Michael updated the Committee on the meetings he and Dylan had been having with an architect to modernise the Hall making better use of the space to meet the future requirements of hirers.

The drawings were now available, albeit not in time to prepare an update for this meeting. Dylan suggested an extra informal meeting took place before the next Committee meeting, so that this topic did not dominate the next meeting. Dylan to circulate dates.

Tony

Roland

Dylan

Dylan

<p>Playground update – As Kerry is not present, Michael informed the Committee that the monies raised so far were close to the target of £15k and as a result an order for playground equipment had been placed. The expected install date is 8th October.</p>	
<p>The football club lease is still ongoing. Dylan is to chase the legal team for an update.</p>	Dylan
<p>Item 7 – Treasurers Report</p>	
<p>In Bob’s absence, the accounts and bank balances had been circulated by email prior to the meeting. In the covering email, Bob had raised concern that we were not coming to the end of the financial year and that the recommendations of the auditor at the end of last year highlighted the need for tighter controls on spending. To date no progress had been made.</p>	
<p>Item 8 – Secretary’s Report</p>	
<p>Dylan advises that the Privacy Policy was now on the website.</p>	
<p>Dylan updated the Committee on the new deed from the Fields in Trust Charity we had been requested to update following the name change of the Charity.</p>	
<p>Dylan had since sought advice from our legal advisors and was informed that the current deed was sufficient and a new deed was not required. Dylan has gone back to the Fields in Trust with this information and was awaiting an response.</p>	
<p>Item 9 – Maintenance Report</p>	
<p>Michael advised that the wall acoustic panel install in the large hall were imminent. In addition some panels were ordered for the small Hall.</p>	
<p>Wi-Fi was now available, albeit Dylan has agreed to set a recognisable name and password for hirers to use.</p>	
<p>Now that Bev was back from holiday, Michael had been prioritising the outstanding tasks to ensure they are completed.</p>	Dylan
<p>Item 10 – Booking Secretary’s Report</p>	
<p>Christine advised that the bookings continued to do well.</p>	
<p>Michael informed the Committee of a booking for a Caribbean Carnival that had hired the field, but on reflection it was realised that this was an inappropriate event and that the Field is a public space which is not for hire.</p>	
<p>As a result, the event was cancelled, and we offered to refund any publicity costs as a result. No reply was received from the organisers.</p>	
<p>Michael informed the Committee that he would be on holiday early December and suggested that the AGM be postponed until 7th Jan 19. All present agreed. Dylan to publicise asap.</p>	
<p>It had been proposed that the Xmas lights switch on would take place on the 24/25th November to coincide with the Xmas Bazaar. However, feedback</p>	Dylan

from the Shop and School was that they were not available to assist on that weekend. They suggested the 1st/2nd December. Christine suggested the 2nd Dec as the large Hall would be free. Dylan to feedback this date.

Item 11 - Playground Sub Committee Update

Update was given during Chairman's update.

Item 12 Village Shop Update

There was no one present to give a Shop update.

Item 13 Football Club

Neil advised the football season had started and that they had seeded the far football pitch.

Neil also advised that he had met with Angus and was acting upon the findings of the grass analysis.

Item 14 – Fund Raising

Vicky advised that Village Day had gone well. Profit was expected to be approx. £500.

Planning for the Xmas Bazaar was well underway.

The Xmas dinner dance was planned for 22/12/18 and the same band would be playing this year.

Item 15 Any Other Business (AOB)

The following items were discussed as AOB:

Peter Gieler of the PC gave a short overview of the new grants policy which is already under review. He recommended that publishing the Halls spending plans would be helpful and that the Committee should request a grant for the new Xmas lights.

Peter also suggested that there was plans afoot to assist the Hall with VAT on playground equipment.

An update on grass cutting and parking restrictions on Cryers hill was also given.

John Moorby, officially wanted to thank Kerry for the Facebook pages promoting the conservation team.

Grass cutting was planned for the coming weekends and a skip would be present to take away the waste.

Andrew advised that the sub committee discussing the terms and conditions had made some progress. Michael advised that they would be needed in November for the Committee to agree them before the AGM in January.

Dylan

Sub Committee

Angus asked for the minutes of the Trustee meeting in July. Dylan advised that there was no Trustee meeting in July. The Trustees attempt to meet quarterly and that the minutes were circulated when they were available.

Christine advised that the fund raising at her home on the 4th August for her Grandson's World Challenge trip raised £550. She thanked everyone who attended.

Michael had the following AOB to discuss;

The Resident's Association had request use of the Hall for a Community Day. Michael advised this would be provided free of charge. All agreed.

A quote has been received for new Xmas lights for the external tree. Cost would be £3500, but we would seek a grant from the PC. All agreed to proceed with the purchase.

Michael advised that he had received complaints about the A board sign requesting visitors to the Hall to switch off their engines. Bev had requested permission to erect the sign from Michael but had been instructed to raise it at a Committee meeting. This had not been done but the sign was erected anyway.

On reflection, Michael had realised that the area external to the Village Hall had attracted several unauthorised signs and sought the Committees approval to request that the owners seek permission from the Committee to continue to display signage. All agreed.

Michael

Michael suggested that the website could do with a revamp and requested Dylan obtain a quote.

Dylan

The Hall gates have been locked in recent weeks due to alerts that Travellers were in the area looking for space to reside.

Michael informed the Committee that he had been made aware that the planning application for the all-weather sports area had been withdrawn. He had no further information to share with the Committee.

The cleaners had requested a new floor buffer costing approx. £500. All agreed to purchase a new one.

Michael

A sign was required for the broom cupboard

A reminder that Dylan wanted to step down as Secretary. Vicky suggested using Facebook to advertise the requirement.

Item 16 – Date of Next Meeting

The next meeting will be on **Monday 1st October 2018.**

Michael thanked everyone for their time this evening and the meeting closed at 21:19hrs.

Key Dates:**Xmas Bazaar****24th November 2018****Valley Players Pantomime****13th 14th 15th December 2018****Xmas lights switch on****2nd December TBC****Xmas Dinner Dance****22nd December 2018****AGM****7th January 2019**