

Hughenden Valley Village Hall Monthly Meeting Minutes

04/11/19

Opening:

20:00 – Michael opened the meeting.

Present:

Position	Name	Position	Name
Chair	Michael Sole	Trustee/Fundraising	Vicky Bellamy
Art Group	Paul Cooper	MS Society	Judy Biggs
HAGA	Andrew Flint	Residents Association	Angus Idle
Valley Friends	Apologies	Bookings Secretary	Christine Powell/John Dockett
Trustee	Apologies	Village Shop	Apologies
Conservation Team	John Moorby	Playground Rep	Apologies
Treasurer	Jonathan Hilder	Secretary	Clive Webb
Parish Council	Apologies	Resident	Apologies
Football Club	Neil Bellamy	Trustee/Valley Players	Diana Gibbons
Guest	John Veysey		

Item 1. The Chairman's Welcome

Michael welcomed everyone to the meeting and introduced John Veysey who had been a resident of the village and a member of the Village Hall committee for many years.

Item 2 – Apologies

Apologies were received from Kerry Franklin , Joan Steel, Peter Gieler, Derek Ransom, Darryl Beckwith, Roland Wales and Louise Jones.

Item 3 - Record of Minutes from the last Meeting

Angus explained that when Clive published the note he sent to Michael and Clive about Septembers minutes Item 4 was included which did not refer to the Septembers minutes, could it please be removed.

The meeting agreed to amend the minutes.

Apart from these points the Minutes from October were agreed as an accurate record of the meeting.

Item 4 – Matters Arising from the last Meeting	<i>Action</i>
Last month Darryl presented the H&S report. Darryl, Michael and Clive to meet to action, this was carried over.	<i>Darryl, Michael, Clive</i>

Last month the T&C's on booking the village hall were reviewed by a special meeting. These now have to be implemented, Michael, John and Kerry to sort.	<i>Michael, John D and Kerry</i>
Kerry and Clive still to meet to train Clive to update the village hall website. <i>Carried Over</i>	<i>Kerry, Clive</i>
Acoustic panels have been installed in the small hall.	
The incident where the car drove into the railings in front of the village hall is still ongoing. The Hall has video evidence and is proceeding to recoup the costs. <i>Carried Over</i>	<i>Michael</i>
The knotweed removal is ongoing. Michael has received a treatment plan from Manor Estates, the first treatment will be in November, there will be three treatments in the first year. Manor Estates will charge £160 per herbicide application.	<i>Michael</i>
Martin Richardson completed a full review of electrics in the halls. Graham Stone (new maintenance man) is going to work his way through the minor problems raised. Nothing major reported.	<i>Michael/Graham</i>
Darryl enquired about the operation of the defibrillator and how to change the batteries, he was referred to Elaine Smith. <i>Carried Over</i>	<i>Darryl</i>
The Emergency Exit sign needed the whole box changing not just the bulb. <i>Carried Over</i>	<i>Darryl</i>
Before the shop had the "new temporary building" they were looking to build a permanent building with the football club. The meeting decided it would be a good idea to progress this. Michael is trying to find plans that were produced. Neil thought he might have a copy.	<i>Michael, Neil</i>
Item 5- John Veysey	
John Veysey, a member of the Village Hall committee for many years gave a quick presentation on how the book "Hugghenden Valley from the middle Ages to the end of the Millenium" was created. He then presented to the committee all the original photographs and documents for archiving by Michael. Michael thanked John and the rest of the contributors.	<i>Michael</i>
Item 6– Chairman's Report	
All items had been covered in the previous section.	
Item 7. – Treasurers Report	
Jonathan presented the up to date accounts.	
Jonathan raised the subject of next years hiring rates, he gave a quick presentation of the consequences of a 3.2 or 4 percentage raise (RPI presently 3.2%). Angus raised the point about funding future projects and creating a three year budget forecast. The meeting agreed that the income derived from the hiring costs should cover operating expenses, any major expense would either come from the savings accounts or fundraising. The meeting agreed to the 4% raise in hiring costs as proposed.	<i>Jonathan</i>
The accounts at the moment are controlled by several systems, Jonathan proposed that in future he would like to integrate their	<i>Jonathan</i>

operation in an automatic system, perhaps subscription based.	
Item 8 – Secretary’s Report	
Clive informed the meeting that the last fire safety inspection was three years ago. The meeting agreed he should arrange another one.	<i>Clive</i>
Clive attended the Playground PC course in John’s absence. Clive will meet John on 05/11/19 to implement the weekly checks required. Kerry is at present sick.	<i>Kerry, Clive and John</i>
Item 9 – Booking Sec’s report	
Christine explained to the meeting that the village hall has donated £90 of Small Hall use to the PC125 Committee this month in addition to the £415 use over the summer.	
A new hirer was onboard this month “Slimming World”.	
Due to a couple of hirers reducing their hours there was now some availability, Christine to communicate with Kerry to advertise on Facebook page.	<i>Christine/Kerry</i>
Christine was short of Key Fobs for the Large Hall and asked if anyone had any spare could they please return.	<i>All</i>
John Dockett introduced the new integrated booking system, the meeting agreed to pay the approx. £200 fee. Michael and John to implement.	<i>Michael/John</i>
Item 10 - Maintenance Report	
Graham Stone has started as the new maintenance person. Any problems forward to Michael who will coordinate Grahams work load.	<i>Michael</i>
Item 11 – Community Shop Update	
No update	
Date for diary :- Dec 1 st Carols around the Christmas tree.	<i>All</i>
Item 12 – Football Club Update	
Neil apologised that due to a change of treasurer a payment to the village hall had been missed.	
The F.C. had completed a national survey from the F.A. on facilities. Hopefully this will lead to more availability of grants in the future.	
Neil raised the issue with the committee of a new lease. Michael said this was in hand and would not be a problem.	<i>Michael/Neil</i>
Michael raised two issues with the football club, could they please revisit the parking on a Sunday morning in the Drs surgery and the rubbish left behind after training/matches.	<i>Neil</i>
Item 13 Conservation Group	
The skip is due to be removed asap. Depending on ground conditions.	<i>John</i>
The conservation group now meet every Tuesday afternoon not	

Sunday mornings now.	
Item 14 – Fund Raising Update	
Band booked for Xmas Ball, 21 st Dec, Tickets £35. 86 tickets sold so far, 100 max.	<i>Vicky, Kerry and Diana</i>
Xmas Bazaar now to be named Xmas Fair to be held on Nov 30 th . 2pm.	<i>Vicky, Kerry and Diana</i>
Item 15 A.O.B.	
Michael explained that after the Vision 2020 special meeting the project has used the £1500 already allocated to fund a presentation for a pre planning application.	<i>Michael</i>
Diana asked when the internal xmas decs would be erected, as they would need to be up by Nov 30 th (Xmas Bazaar). Michael explained he would get Graham to talk to Diana as she had the best historical knowledge.	<i>Michael/Diana/Graham</i>
The outside xmas tree lights were in the process of being ordered. The existing lights had been damaged by a delivery truck.	<i>Michael/Graham</i>
Vicky enquired about the disco ball, Michael said it was now working.	
Angus raised the point he made in point 4 of his message to Michael and Clive, originally published in October's minutes but since withdrawn on Angus' request. Michael said he would arrange a meeting with Clive and Angus after Christmas.	<i>Michael, Clive and Angus</i>

Meeting was adjourned at 21:17 by Michael.

Next meeting AGM, 02/12/19, 7:30pm, Small Hall (wine and cheese)

Minutes submitted by: Clive Webb.