

## Hughenden Valley Village Hall Monthly Meeting Minutes

06/07/20

### Opening:

The meeting was held over Zoom and opened at 20:05 by Michael.

### Present:

Position	Name	Position	Name
Chair	Michael Sole	Trustee/Fundraising	Vicky Bellamy
Art Group	Paul Cooper	MS Society	Apologies
HAGA	Apologies	Residents Association	Apologies
Valley Friends	Apologies	Bookings Secretary	Position Vacant
Trustee	Sam Morrison	Village Shop	Apologies
Conservation Team	Apologies	Playground Rep	Kerry Franklin
Treasurer	Apologies	Secretary	Clive Webb
Parish Council	Apologies	Resident	John Beveridge
Football Club	Apologies	Trustee/Valley Players	Diana Gibbons
Trustee	Roland Wales	Maintenance	Apologies

### Item 1. The Chairman's Welcome

Michael welcomed everyone to the meeting.

### Item 2 – Apologies

Apologies were received from, Jonathan Hilder, John Moorby Louise Jones, Dave Hilling, Andrew Flint, Joan Steel, Judy Biggs, Angus Idle, Darryl Beckwith and Graham Stone.

### Item 3 - Record of Minutes from the last Meeting

The Minutes from July were agreed as an accurate record of the meeting.

<b>Item 4 – Matters Arising from the last Meeting</b>	<b>Action</b>
Last month the meeting was agreed that intumescent strips were needed for the fire exits and a metal cupboard was required for safety documents in the hall. <i>This is carried over as Graham and Bev have been affected by the lockdown.</i>	<i>Graham and Bev</i>
Fire safety audit action list is ongoing. The immediate high priority problems have been solved. <i>The sub-committee will meet again in due course to review progress – carried over.</i>	<i>Bev, Michael, Graham and Clive</i>
Vision 2020 pre planning report received from council, Michael proposed a meeting at 8pm on the 19/08/20 in the large hall.	<i>Michael/All</i>

Covid appropriate spacing and protective measures to be maintained.	
Kerry has had no response for the Booking Sec role in relation to the Facebook advert. Kerry to place advert on the notice board at shop and in Hughenden News. Clive to issue poster with minutes.	<i>Kerry/Clive</i>
The microphones need attention, Bev volunteered to investigate. <i>Carried over due to COVID lockdown</i>	<i>Bev</i>
Clive has renewed our hall insurance with Ansavar.	
Pat has agreed to carry out a full H&S audit. Michael thanked her on behalf of the committee.	<i>Clive, Bev</i>
The neighbours bin store has been removed, John to oversee re-hedging. <i>Carried Over</i>	<i>John</i>
We are still awaiting the audited account for submission to the charity commission. <i>Clive to follow up with Jonathan, Carried over</i>	<i>Clive/Jonathan</i>
The committee voted against the placement of some picnic tables near the football clubhouse, Michael read out a response from the proposer.	
Last month Bev raised the issue of the CCTV set up. There is a problem with how it's powered and the data required is not available when needed. Bev is going to source power to the roof space and Darryl is going to give access control to Graham and Bev. <i>Carried Over</i>	<i>Bev, Graham and Darryl</i>
Michael has investigated the neighbour's hedge obscuring the road concluding its not a problem at this time.	
<b>Item 5– Re-opening of the village hall</b>	
The Village Hall can now reopen provided we fulfill certain conditions. Michael proposed forming a subcommittee of himself, Clive, Graham, Jonathan and Sam to action the ACRE checklist. The aim is for the hall to open from the 01/0920. It has since been decided for the committee to meet 12/08/20 at 8pm.	<i>Michael, Clive, Sam, Graham and Jonathan</i>
Michael briefed the committee on the playground re-opening. The government have said playgrounds can reopen provided they meet certain conditions, we have prepared everything and are just awaiting a safety inspection, unfortunately due to COVID they are running behind.	<i>Kerry/Michael</i>
<b>Item 6. – Chairman's Report</b>	
Japanese knotweed has been treated again, part of a planned multiyear treatment program. Michael has updated the neighbouring resident.	
<b>Item 7 – Treasurer's Report</b>	
Jonathan sends his apologies. Monthly Treasurers Report to be sent with minutes.	<i>Jonathan/Clive</i>
<b>Item 8 –Secretary's report</b>	

Nothing to report.	
<b>Item 9 – Booking Sec Report</b>	
Nothing to report	
<b>Item 10 - Maintenance Report</b>	
Floor to be buffed	<i>Michael</i>
<b>Item 11 – Committee Group Members Updates</b>	
Diana informed the meeting about a Valley Players Performance to be screened on Wednesday. Michael will distribute details.	<i>Michael/All</i>
Kerry to organise a clean of playground before opening e.g. slide.	<i>Kerry</i>
Vicky confirmed the Xmas Dance is off due to COVID and Vic, Kerry and Diana to look at options for Xmas Bazaar for the next meeting.	
Michael to communicate date of next Trustees meeting.	<i>Michael</i>
<b>Item 12 A.O.B.</b>	
Michael thanked Bev for organising the rehangng of the xmas lights.	
The hall has been approached for the siting of a Pizza Van of an evening, the committee agreed and everyone also agreed to investigate a fish and chip van one night a week as well.	<i>Michael/All</i>

Meeting was adjourned at 20:56 by Michael.

Next meeting 07/09/20, 8.00pm.

Minutes submitted by: Clive Webb.