

Hughenden Valley Village Hall Monthly Meeting Minutes

01/03/21

Opening:

The meeting was held over zoom and opened at 20:06 by Michael.

Present:

Position	Name	Position	Name
Chair	Michael Sole	Trustee/Fundraising	Apologies
Art Group	Paul Cooper	MS Society	Apologies
HAGA	Andrew Flint	Residents Association	Angus Idle
Trustee	Apologies	Bookings Secretary	Position Vacant
Trustee	Sam Morrison	Village Shop	Apologies
Conservation Team	Apologies	Playground Rep	Kerry Franklin
Treasurer	Jonathan Hilder	Secretary	Clive Webb
Parish Council	Mary Hilder	Resident	Bev Beveridge
Football Club	Dave Hilling	Trustee/Valley Players	Diana Gibbons
Trustee	Apologies		
Maintenance	Graham Stone		

Item 1. The Chairman's Welcome

Michael welcomed everyone to the meeting.

Item 2 – Apologies

Apologies were received from Louise Jones, Vicky Bellamy, John Moorby, Roland Wales, Judy Biggs and Darryl Beckwith.

Item 3 - Record of Minutes from the last Meeting

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

Item 4 – Matters Arising from the last Meeting	Action
The committee had previously agreed that intumescent strips were needed for the fire doors. <i>This is carried overdue to the contractor having COVID.</i>	<i>Bev</i>
Bev has sourced quotes for fire-proof document cupboard that is still required, the committee decided to install it along with the fire alarm system. <i>Carried Over</i>	<i>Michael, Clive, Bev & Graham</i>
Graham & Bev have obtained 4 quotes for the installation of a wired fire alarm system in both halls. These have been received, Michael, Clive, Graham and Bev to meet and decide on way forward.	<i>Michael, Clive, Bev & Graham</i>

H&S Audit by Pat Beveridge ongoing. Pat is hoping to liase with Clive and Michael soon. Michael and Clive to reinstate T&C's on web site.	<i>Clive & Michael</i>
Still no response for the vacant Booking Sec role from Facebook and noticeboard posters. Committee to seek interest from family and friends. <i>Carried over.</i>	<i>Kerry/All</i>
Kerry has raised the problem of the preserved oak tree overhanging the playground has lost some branches. Bev raised the issue that the tree was protected, Bev and John to seek info and clarify to Kerry.	<i>John, Bev & Kerry</i>
We are still awaiting the audited accounts for submission to the charity commission. Committee/Trustees have requested Jonathan resolve without delay- <i>Carried Over, Jonathan briefed the committee that both years accounts are with the accountant not auditor and should be back imminently, then available to audit. Clive and Jonathan to agree action going forward, report next meeting.</i>	<i>Jonathan/ Clive</i>
Fire Ext check paperwork still outstanding.	<i>Graham</i>
Valley Friends has folded, Michael has received a letter from Joan.	
Mary briefed the committee on the PC's options with regard to replacing the multi play equipment. Mary, Michael and Kerry to get together to look at options report next month.	<i>Mary, Michael and Kerry</i>
The playground has had its periodic inspection, Graham has corrected all the problems raised.	
Sam gave a presentation in December about replacing the dated lighting in the hall. Clive forwarded proposals with minutes. The committee was in broad agreement that the proposals looked good but needed to know costs. Graham is awaiting 3rd supplier quotation and will then distribute a summary for the committee to digest prior to the April meeting. <i>Carried Over</i>	<i>Graham, Clive, Michael and Sam</i>
Item 5– Re-opening of the village hall	
The Village Hall is closed other than pre-school due to COVID restrictions in lockdown 3. Playground can stay open.	<i>Clive & Michael</i>
According to current Govt advice the restrictions are due to end on the 21 st June. The committee agreed to commence bookings from this date.	
Item 6. – Chairman's Report	
Nothing to report.	
Item 7 – Treasurer's Report	
Jonathan discussed the monthly report that was distributed with agenda.	
Item 8 –Secretary's report	
Nothing to report	
Item 9 – Booking Sec Report	

Nothing to report	
Item 10 - Maintenance Report	
Wall and railings outside small hall to be repaired after being hit by car. Michael and Bev following up using CCTV.	<i>Graham/Darryl</i>
Small Hall roof needs attention, problem with felt.	<i>Graham</i>
Item 11 – Committee Group Members Updates	
Kerry raised the issue of mud under the bench in play area. Michael to ask Keiran to put bark under bench as a temporary fix.	<i>Michael</i>
Paul has booked the art group to commence in the summer.	
Dave informed the committee of his intention to place polite notices out on the field to ask people to keep off the pitch in the hope it recovers before games commence 1 st April. AGM planned for 12th June. Dave thanked Bev for more help with regard to some leaks.	
Item 12 A.O.B.	
Bev raised the issue of adjusting the heating with regard to the change in weather. Spotted boiler working at night on CCTV. Graham to investigate	<i>Graham</i>
Angus asked for copy for imminent Hughenden News	<i>All</i>
Angus offered his advice to Dave to help with pitch maintenance.	<i>Dave/Angus</i>
Kerry is running an Easter trail similar to the one at Xmas, Diana offered help.	<i>Kerry/Diana</i>

Meeting was adjourned at 21:02 by Michael.
Next meeting 12/04/21, 8.00pm.
Minutes submitted by: Clive Webb.