

Hughenden Valley Village Hall Monthly Meeting Minutes

12/04/21

Opening:

The meeting was held over zoom and opened at 20:02 by Michael.

Present:

Position	Name	Position	Name
Chair	Michael Sole	Trustee/Fundraising	Vicky Bellamy
Art Group	Paul Cooper	MS Society	Apologies
HAGA	Andrew Flint	Residents Association	Apologies
Trustee	Roland Wales	Bookings Secretary	Position Vacant
Trustee	Apologies	Village Shop	Louise Jones
Conservation Team	Apologies	Playground Rep	Apologies
Treasurer	Jonathan Hilder	Secretary	Clive Webb
Parish Council	Apologies	Resident	Bev Beveridge
Football Club	Dave Hilling	Trustee/Valley Players	Diana Gibbons
Trustee	Apologies		
Maintenance	Apologies		

Item 1. The Chairman's Welcome

Michael welcomed everyone to the meeting.

Item 2 – Apologies

Apologies were received from, Graham Stone, John Moorby, Sam Morrison, Judy Biggs, Angus Idle, Kerry Franklin, Mary Hilder 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>Bev informed the meeting this is scheduled for 23/04/21.</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 are in the process of obtaining 3 quotes for the installation of a wired fire alarm system in both halls. Two received, Michael, Clive, Graham and Bev to meet and decide on	<i>Michael, Clive, Bev & Graham</i>

way forward.	
H&S Audit by Pat Beveridge ongoing. Pat met with Clive and Michael before Easter. - <i>Carried Over</i>	<i>Clive & Michael</i>
Michael and Clive to reinstate T&C's on web site.	
Still no response for the vacant Booking Sec role from Facebook and noticeboard posters. Michael stated he cannot continue doing this role. Committee agreed for Clive and Michael to introduce paid role, report next month.	<i>Michael, Clive & All</i>
Kerry last month raised the problem of the oak tree overhanging the playground has lost some branches. These will now be trimmed by C. Grant 11/05/21.	
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 now complete, Jonathan is tying up some loose ends and then they will be available. Clive has sourced a local accountant who will audit the accounts.</i>	<i>Jonathan/ Clive</i>
Bev raised the issue of adjusting the heating with regard to the change in weather last month. Graham and Bev to investigate. – <i>Carried Over</i>	<i>Bev & Graham</i>
The multi play equipment has consistently failed its inspection since the PC handed over the safety checks. Mary, Michael and Kerry to get together to look at options and report next month. - <i>Carried Over</i>	<i>Mary, Michael and Kerry</i>
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 next meeting. <i>Carried Over</i>	<i>Graham, Clive, Michael and Sam</i>
Item 5– Re-opening of the village hall	
The Village Hall is still 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 preliminary plan to re-open fully this date. Bookings can now be taken for after 21/06/21.	<i>Michael/All</i>
Michael to communicate with hirers their start dates. The committee agreed that if the hirer does not wish to recommence after 21/06/21 (subject to Govt. advice) the place would be advertised as available.	<i>Michael/All</i>
Item 6. – Chairman's Report	
Unfortunately, John Moorby has had to step down from the conservation group head. CG to communicate with Michael how they wish to proceed.	<i>Michael/Bev</i>
Residents Association are now charging the village hall for publication of hirer listings and advertisements in the Village Magazine.	<i>All</i>

Michael has applied for a COVID grant from BCC.	
The Doctors Surgery has asked the Hall for help with parking on vaccination days. The committee agreed that 6 spaces will be temporarily available for staff parking.	<i>Michael</i>
It was agreed to let the shop continue using the car park round the back of the hall for tables and chairs temporarily until the village hall reopens.	
Michael read out the minutes from the parish council detailing the aim to build a cycleway from Hughenden Village Hall into Wycombe. The Hall has had no communication on this issue.	
The large hall is being used for Local Elections on May 6 th .	
Item 7 – Treasurer’s Report	
Jonathan discussed the monthly report that Clive will publish with minutes.	
Item 8 –Secretary’s report	
Nothing to report	
Item 9 – Booking Sec Report	
Nothing to report	
Item 10 - Maintenance Report	
Nothing to report	
Item 11 – Committee Group Members Updates	
Vicky briefed the committee on planning the Xmas festivities. Xmas Bazaar 27/11 and Xmas Dance Dec 18 th .	
Vicky briefed the committee on the need for more members to join the fundraising committee. Louise volunteered.	<i>All</i>
Dave informed the committee that football had restarted. The back pitch has had a few issues with BBQ’s and litter. Dave looking for solutions. AGM planned for 18 th July. Dave is looking to apply for some grants, he might need some help from committee with regard to “letter of permission”.	
The Valley Players are deciding their Panto dates for Dec, Diana to liaise with Michael.	
The shop has opened its outside area today after the relaxation of COVID rules. Michael passed on some communication from residents over recycling issues with litter.	
Item 12 A.O.B.	
Bev briefed the committee on the problems with CCTV, Michael informed the committee this is being fixed.	<i>Michael/Bev</i>

Meeting was adjourned at 21;15 by Michael.
Next meeting 10/05/21, 8.00pm.
Minutes submitted by: Clive Webb.