

Hughenden Valley Village Hall Monthly Meeting Minutes

10/05/21

Opening:

The meeting was held over zoom and opened at 20:00 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	Apologies
Trustee	Roland Wales	Bookings Secretary	Position Vacant
Trustee	Apologies	Village Shop	Apologies
Conservation Team	Position Vacant	Playground Rep	Kerry Franklin
Treasurer	Jonathan Hilder	Secretary	Clive Webb
Parish Council	Apologies	Resident	Bev Beveridge
Football Club	Dave Hilling	Trustee/Valley Players	Diana Gibbons
Trustee	Sam Morrison		
Maintenance	Apologies		

Item 1. The Chairman's Welcome

Michael welcomed everyone to the meeting.

Item 2 – Apologies

Apologies were received from, Graham Stone, Vicky Bellamy, Judy Biggs, Angus Idle, Louise Jones, Mary Hilder and Darryl Beckwith.

Item 3 - Record of Minutes from the last Meeting

The Minutes from April 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>Carried Over</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 way forward.	<i>Michael, Clive, Bev & Graham</i>

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. - <i>Carried Over</i>	<i>Clive & Michael</i>
Still no response for the vacant Booking Sec role from Facebook and noticeboard posters. - <i>Carried Over</i>	<i>Michael, Clive & All</i>
John Moorby has carried out a "hand over" visit with the conservation group. Michael thanked John for some equipment he passed over. Bev to investigate training on dangerous machinery, the committee agreed to approx. costs of £300/person.	<i>Bev</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 now complete, Michael now has the accounts ready for auditing.. 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, Mary, Kerry and Michael have agreed for the council to make good any defects rather than replace eqpt. (too expensive for council).</i>	<i>Mary, Michael and Kerry</i>
Sam gave a presentation in December about replacing the dated lighting in the hall. 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>
The solution to the problem with the CCTV is to install a new license plate camera and recorder. Michael had been quoted approx. £800. Jonathan volunteered to see if any cheaper solution was available.	<i>Jonathan</i>
Item 5– Re-opening of the village hall	
From the 17/05/21 several groups will be allowed to use the hall, based around Govt's guidelines publishes 10/05. According to current Govt advice all the restrictions are due to end on the 21 st June. The committee plan to fully re-open this date.	<i>Michael/All</i>
Michael is communicating with hirers and their start dates.	<i>Michael/All</i>
Item 6. – Chairman's Report	
Michael congratulated everyone who was successful in the recent local elections.	
Item 7 – Treasurer's Report	
Jonathan thanked Michael on behalf of the committee for the work he has carried out in obtaining another grant from Bucks Cc to cushion the hall from the effects of the lockdown.	
Jonathan discussed the monthly report that Clive published with the agenda. Two larger than normal bills paid for accountancy	

fees and water (F.C. have covered excess costs due to watering the pitch).	
Item 8 –Secretary’s report	
Nothing to report	
Item 9 – Booking Sec Report	
Nothing to report	
Item 10 - Maintenance Report	
Two cracks have appeared in the wooden floor. Graham has filled them but might require more investigation.	
Item 11 – Committee Group Members Updates	
The panto dates this year are 9,10 and 11 December. The drama group are back using the hall June 21 st .	<i>All</i>
The pre-school are finding the hall heating is set too high, Graham to adjust.	<i>Graham</i>
HAGA are in the process of determining when they will recommence activities.	
Kerry has taken over “The Hughenden News” she has changed the copy deadline date to 15/06/21. The police have responded in response to the problems recently and have increased their patrols.	
The F.C. have increased their litter picks and have paid the excess water rates.	
Item 12 A.O.B.	
Roland thanked Michael for distributing the “cycle plan” proposal that had been presented to the P.C.	
Bev informed the meeting that a new “bark” supply had been obtained and Kieran was using it to fill under the swings twice a week. He suggested to the meeting there was a new rubber floor material that was more appropriate, he volunteered to get quote.	<i>Bev</i>

Meeting was adjourned at 21:03 by Michael.
Next meeting 07/06/21, 8.00pm.
Minutes submitted by: Clive Webb.