

Hughenden Valley Village Hall Monthly Meeting Minutes

05/07/21

Opening:

The meeting was held in the Large Hall and opened at 20:01 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	Position Vacant	Playground Rep	Kerry Franklin
Treasurer	Apologies	Secretary	Clive Webb
Parish Council	Apologies	Resident	Bev Beveridge
Football Club	Dave Hilling	Trustee/Valley Players	Apologies
Trustee	Apologies		
Maintenance	Graham Stone		

Item 1. The Chairman's Welcome

Michael welcomed everyone.

Item 2 – Apologies

Apologies were received from Jonathan Hilder, Angus Idle, Mary Hilder, Judy Biggs, Sam Morrison, Diana Gibbons, and Darryl Beckwith.

Item 3 - Record of Minutes from the last Meeting

The Minutes from June 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. New date 26/07. <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 will meet 19/07, 2pm. <i>Carried Over</i>	<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 announce that Kerry had volunteered for the booking secretary role and was unanimously appointed.	
Bev updated the meeting on dangerous machinery training for the Conservation Group, the committee agreed to approx. costs of £500/person using The Vale Training Group. <i>Carried Over</i>	<i>Bev</i>
The Auditor has audited the 2019 accounts and is in the process of reviewing the 2020 accounts.	<i>Jonathan</i>
There is still a problem with the heating, Graham to investigate.	<i>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 is away.</i>	<i>Mary, Michael and Kerry</i>
Michael updated the meeting on the lighting changes first proposed by Sam. Further meetings to be held this week. <i>Carried Over</i>	<i>Graham, Clive, Michael and Sam</i>
The CCTV repair is still outstanding, the supplier is awaiting equipment.	<i>Graham, Bev and Michael</i>
The committee have agreed to a “Blue Plaque” to remember John Veysey. Michael to agree wording. <i>Carried Over</i>	<i>Michael</i>
We haven’t published any user lists or adverts in this months Hughsden News due to the current COVID usage rules.	<i>All</i>
The committee had asked Michael to negotiate with the GP’s surgery for car park use to enable repairs after the vaccinations cease. The surgery agreed to pay £100/day. Michael also to discuss with the football club Geotek matting use. Bev to look at patching car park.	<i>Michael & Bev</i>
Item 5– Re-opening of the village hall	
The Government announced a raft of changes due for the 19/07, when ACRE releases its updated advice we will review.	<i>Michael/All</i>
Item 6. – Chairman’s Report	
Nothing to report	
Item 7 – Treasurer’s Report	
Jonathan is away, the financial reports were distributed with the agenda for the meeting.	
Item 8 –Secretary’s report	
Nothing to report	
Item 9 – Booking Sec Report	
Michael welcomed Kerry. Kerry explained she has reviewed hall usage and whilst the hall is fairly busy she has identified weekday afternoons as slack time and will advertise on the site to improve occupancy. Michael explained that there had been a few users who will not return after the restrictions end.	

Item 10 - Maintenance Report	
There has been a water leak at the meter which has affected our billing. The leak has been repaired. Jonathan to talk to Castle water and Affinity to adjust.	<i>Jonathan</i>
The plant feeders have been fixed.	
Item 11 – Committee Group Members Updates	
HAGA are still expected to return in September.	<i>Michael</i>
The Art Group are returning in September.	
The FC AGM is to be held 18/07 with a limit of 30 in the village hall. The Fun Day has been postponed to 04/09.	<i>Dave</i>
The village shop is still in need of more volunteers.	<i>All</i>
The fund raising committee is now down to Vic and Diana, Kerry to place advert in Hughenden News to recruit more members.	<i>Kerry/All</i>
There was a discussion about village day next year. Louise volunteered to be on the committee and to propose a date after consulting with local schools and Speen Fete committee.	<i>Louis</i>
Item 12 A.O.B.	
Dave H to approach surgery to ask about parking on busy football Sundays.	<i>Dave</i>
Vicky asked for the grass to be cut on the field behind Joan's house as she has problems accessing the shop. Bev to arrange.	<i>Bev</i>
DH asked Kerry to check with MS Society for their plans on 04/09 and if anyone had any marquee contacts, Michael offered to help.	<i>Dave/Kerry/Michael</i>
The FC will be holding a set up day before September. Date to be decided.	<i>Dave</i>
Bev and Michael will clear out the garage soon as there is some old equipment and storage in use.	<i>Bev and Michael</i>
Michael asked Graham to list all storage cupboards in the hall and who uses them. There have been a lot of changes over the past couple of years and they could now be available for use.	<i>Graham</i>
The conservation group have placed an advert in Hughenden News seeking additional volunteers.	
There was a discussion on the proposed cycleway from the village hall into Wycombe, Michael to invite Charles Brocklehurst to brief the committee.	<i>Michael</i>

The meeting was adjourned at 21:02 by Michael.

There will be no meeting in August next meeting 06/09/21, 8.00pm.

Minutes submitted by: Clive Webb.