

Hughenden Valley Village Hall Monthly Meeting Minutes

07/06/21

Opening:

The meeting was held in the Large Hall and opened at 20:00 by Michael.

Present:

Position	Name	Position	Name
Chair	Michael Sole	Trustee/Fundraising	Vicky Bellamy
Art Group	Apologies	MS Society	Apologies
HAGA	Andrew Flint	Residents Association	Angus Idle
Trustee	Roland Wales	Bookings Secretary	Position Vacant
Trustee	Apologies	Village Shop	Louise Jones
Conservation Team	Position Vacant	Playground Rep	Apologies
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	Apologies		

Item 1. The Chairman's Welcome

Michael welcomed everyone to the meeting and congratulated Mary on her successful election to the PC.

Item 2 – Apologies

Apologies were received from, Graham Stone, Judy Biggs, Sam Morrison, Paul Cooper, Kerry Franklin 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 still to meet and decide on way forward. <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>
Clive has put the T&C's on web site.	
Still no response for the vacant Booking Sec role from Facebook and noticeboard posters. The committee agreed to advertise for a paid role, around £12/hour. Michael and Clive to organise. <i>Carried Over</i>	<i>Michael, Clive & All</i>
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>Bev</i>
The Auditor now has the accounts for 2019 and 2020 and is in the process of reviewing them with Jonathan.	<i>Jonathan</i>
The heating has been adjusted and Graham trained on schedule maintenance.	<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 updated the meeting on the PC progress, they have to approach three more companies for repairs quotes.</i>	<i>Mary, Michael and Kerry</i>
Michael updated the meeting on the lighting changes first proposed by Sam. An initial meeting has been held. <i>Carried Over</i>	<i>Graham, Clive, Michael and Sam</i>
The CCTV repair is still outstanding, Jonathan has reviewed the proposed costs and could find nothing better. The committee agreed to the existing supplier completing the fix at a cost of £800. The committee does require a guarantee. Michael agreed to negotiate with the supplier.	<i>Graham, Bev and Michael</i>
Item 5– Re-opening of the village hall	
From the 21 st June according to current Govt advice all the restrictions are due to end. The committee plan to fully re-open this date.	<i>Michael/All</i>
Item 6. – Chairman's Report	
Michael sadly informed the committee of the death of John Veysey. John was a former Chairman of the hall and a steadfast supporter of the facility. The committee agreed to a "Blue Plaque".	<i>Michael</i>
The Residents Association AGM will be on the 24/06/21 in the large hall	<i>All</i>
Hughenden News deadline 15/06/21.	<i>All</i>
There will be a HVRA community film night 30/09 in the large hall. Details to follow.	<i>All</i>
There was a discussion on the decision to allow the village hall site to be used for parking by the vaccination centre. The committee agreed that the recent changes implemented by Michael had made the situation much better. It was agreed that Michael could approach the centre for a contribution towards repairing the field when the parking finishes. Louise suggested using Geotrack matting to minimise damage.	<i>Michael</i>
Louise had contacted Michael to enquire whether the present	<i>Michael</i>

agreement for the car park to be handed back fully to the village hall could be altered. In the short term the shop would like to move the marquee from the road side of the car park to sit by the side of the village hall, in the long term the shop would like to build a covered terrace against the village hall (proposal attached with these minutes). The committee decided to defer the original agreement to remove the marquee and keep it in the original position for review in three months (Sept meeting). It was noted the shop still has not signed the lease from the hall and operates on a “license-to-occupy only”.	
Item 7 – Treasurer’s Report	
Jonathan presented the monthly accounts distributed by Clive before the meeting.	
Due to low interest payment Jonathan proposed merging all the accounts into the CAF Cash Account, the committee agreed.	<i>Jonathan</i>
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	
Pre School would like to expand their operation on Tue and Thur afternoon. Michael to review when the hall reopens.	<i>Michael</i>
The FC would like to apply for a grant to repair the clubhouse and pitch. This will require a supporting letter from the Village Hall.	<i>Clive</i>
Item 12 A.O.B.	
Louise raised the issue of the planting under the kitchen window had not been completed. The committee agreed Louise could go ahead and the hall would contribute half the cost.	<i>Louise</i>
Roland raised the issue of the progress in eradicating the Japanese knotweed. Michael explained two treatments had been carried out so far of a multi-year treatment.	<i>Michael</i>
Mary raised the issue that the PC has been approached by the company that empties the “dog poo” bins whether they could be placed nearer the road. The committee explained that they had been moved many times over the years and were now in their most effective locations.	<i>Mary</i>

Meeting was adjourned at 21;56 by Michael.

Next meeting 05/07/21, 8.00pm.

Minutes submitted by: Clive Webb.