

Hughenden Valley Village Hall Monthly Meeting Minutes

06/03/23

Opening:

The meeting was held at Hughenden Valley Village Hall and opened at 20:00 by Michael.

Present:

Position	Name	Position	Name
Chair	Michael Sole	Trustee/Fundraising	Victoria Bellamy
Treasurer	Roland Wales	Maintenance	Not present
Booking Sec	Kerry Franklin	Residents Association	Angus Idle
Secretary	Clive Webb	Village Shop	Louise Jones
Conservation Group	Bev Beveridge	Trustee	Not present
Playground	Lisa Thyer-Jones	Trustee/Valley Players	Diana Gibbons
HAGA	Andrew Flint	Art Group	Paul Cooper
Parish Council	Not present	Trustee	Not present
Football Club	Dave Hilling		

Item 1. Chairman's Welcome

Michael welcomed everyone to the meeting.

Item 2 – Apologies

None received.

Item 3 – Record of minutes from the last meeting

It was agreed the minutes were a true record of the meeting and were proposed by Bev and seconded by Diana.

Item 4 – Matters arising from the last Meeting As there are an increasing number of items being recorded as “ <i>Carried Over</i> ” it was agreed that Michael and Clive would undertake a separate review and clear any items that are deemed unnecessary. <i>Carried Over</i>	<i>Michael & Clive</i>
Temporary repairs for car park to be completed this week <i>Carried Over</i>	<i>Bev and Bob</i>
Local Elections will be held in the large hall on the 4 th May	<i>Kerry</i>
Clive has written the Equality and Diversity policy it is now with Michael for review before putting before the committee.	<i>Michael</i>
Online payments were progressing, Hallmaster have now changed their requirements.	<i>Kerry & Roland</i>
Playground equipment - Lisa has submitted 3 quotes to the parish council for discussion, probably at their April meeting.	<i>Lisa</i>
The Village hall lights will be angled down by Bev in communication with Angus to avoid the increase in glare to neighbours.	<i>Bev & Angus</i>
Tree maintenance fee was agreed at the previous meeting, still to be arranged.	<i>Bev</i>
The heating trial with users operating the system manually was ongoing, Lisa pointed out the time it took to heat up, Bev replied he was working	<i>Bev</i>

to get the system more efficient. Bev confirmed the small hall and the pre-school were unaffected.	
Bev has the quote for the new boiler at £10,000, fully fitted. The system is 15 years old and will need replacing soon.	<i>All</i>
Louise confirmed the shop will not require the hall for the 06/05 Coronation event at the shop.	<i>Kerry</i>
Item 5 – Chairman’s Report Grant applications for contributions towards car park resurfacing costs ongoing.	
Michael presented information pertaining to the proposed cycleway from Hughenden to Wycombe he had obtained from the RA. Committee members were encouraged to respond with their personal views direct to NW Chilterns Community Board Jackie.Binning@buckinghamshire.gov.uk	<i>All</i>
Item 6 – Treasurer’s Report Updated Income and Expenditure report to be sent out with minutes as there was an error in the initial report.	
There was over £3000 at the moment in outstanding invoices. Kerry is chasing.	<i>Roland & Kerry</i>
Roland raised a query with the water bills for the shop, Michael to liaise with Louise.	<i>Michael</i>
Item 7– Secretary’s Report Clive has completed the request for the new brown tourist sign for the village hall, just awaiting the confirmation from Michael as to whether the RA and the PC agree before submitting.	<i>Clive</i>
Clive raised the issue of event parking at the hall and suggested it would be beneficial if the RA provided the hall users with a list of “preferred” parking locations. Michael will approach the RA.	<i>Michael</i>
Item 8 – Booking Secretary’s Report Kerry raised the issue that one of the parties at the village hall had a lot of complaints and the police had attended. The whole committee was shocked to hear of the events of that night and were asked to consider what could be done to prevent this in the future. Thoughts included, only allowing local bookings, employing security companies, more use of CCTV, increasing deposits and forfeits, raising age limit of hirers. The committee will discuss this again next month.	<i>All</i>
Item 9 – Maintenance Report The committee thanked Bob for all his hard work in maintaining the halls and surrounds.	
Item 11 – User Group Updates Diana requested some more mops, Bev volunteered to sort.	<i>Diana & Bev</i>
Paul explained that the Art Group often found the tables dirty.	<i>All</i>
Dave announced the HVFC AGM and end of season fun day will be 24/06.	
Louise had a quote from Grundon to supply an extra bin which was £20.21. Michael and Bev to measure up the existing site and propose what can be done.	<i>Louise, Michael and Bev</i>

On the Coronation Day 6 th May, the shop will be selling cream teas.	<i>All</i>
Conservation group are starting hedge laying this week.	<i>Bev</i>
Item 12 – Village Day Lisa asked for help from the village hall in providing bank account and card readers for the day, Michael and Roland confirmed this would happen. Vicky has had some experience in these devices and will provide advice.	<i>Lisa, Michael, Roland & Vicky</i>
Item 13 – Any Other Business Angus raised the issue of the “invertebrate report”, Bev and Andrew will write a summary and publish in Hughenden News.	<i>Bev and Andrew</i>
Bev queried the amount of money paid by the shop for their water meter compared to HVFC, the shop would only pay half the cost. The committee agreed to refund half the fee paid by HVFC.	<i>Roland</i>
The question of the shop’s lease was raised. Louise explained that it was at present with their solicitor. Clive mentioned that legally the village hall was covered as we have issued the shop with a license to operate. Louise confirmed she would update the committee at the next meeting.	<i>Louise</i>
Michael closed the meeting at 21:37	

Date of next meeting is 03/04/23 at 20:00

Venue: Village Hall Committee Room

Minutes submitted by: Clive Webb