

Hughenden Valley Village Hall Monthly Meeting Minutes

15/05/23

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	Apologies
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	Steve Smith
Playground	Lisa Thyer-Jones	Trustee/Valley Players	Diana Gibbons
HAGA	Andrew Flint	Art Group	Paul Cooper
Parish Council	Not present	Trustee	Sam Morrison
Football Club	Dave Hilling	Trustee	Graeme Card

Item 1. Chairman's Welcome

Michael welcomed everyone to the meeting and introduced Graeme Card a new Trustee.

Item 2 – Apologies

Apologies were received from Victoria Bellamy.

Item 3 – Record of minutes from the last meeting

It was agreed the minutes were a true record of the meeting.

<p>Item 4 – Matters arising from the last Meeting We are due another H&S audit which will be carried out shortly. Bev is moving the CCTV to the cupboards in the committee room, budget already agreed. <i>Carried Over</i> Bev and Andrew taken on installation of noticeboard for wildlife area. <i>Carried Over</i> The shop had made a proposal for planters and cycle racks. Michael and Bev still looking at alternative solutions, nothing will be decided without consulting committee. <i>Carried Over</i> Bev/Bob to restore table top in Committee Room. <i>Carried Over</i></p>	<p><i>Michael & Clive Bev/Bob</i></p> <p><i>Bev/Andrew</i></p> <p><i>Michael/Bev</i></p> <p><i>Bev & Bob</i></p>
Temporary repairs for car park have been completed.	
There have been comments from neighbours on the maintenance of the Oak Tree on the council footpath, Michael is still investigating whose responsibility it is and what can be done.	<i>Michael</i>
The new equality and diversity policy is attached to these minutes.	<i>Clive</i>
The Conservation Group are looking into taking down the fir tree damaged in last years storm, no action will be taken without consulting	<i>Bev/Conservation Group</i>

the committee. They are looking to tidy up this area by laying a new hedge. Xmas lights still being investigated.	<i>Bev</i>
Playground equipment - Lisa has worked very hard on this and has submitted three quotes to the parish council for compensation, hopefully it will be discussed at their next meeting.	<i>Lisa</i>
Tree maintenance was completed.	
The heating trial with users operating the system manually has been completed, with very little comments from users. Bev has also adjusted the water times.	
Last month Kerry raised the issue that one of the parties at the village hall had a lot of complaints and the police had attended. Kerry reported back that since she has operated the new policies that there had been no further problems.	
There was over £3000 at the moment in outstanding invoices. Kerry and Roland are chasing. Graeme offered to assist in drawing up a late payment penalty policy. The meeting asked Clive to publish the worst 3 late payers on the minutes. <i>Carried Over</i>	<i>Roland/Kerry/Graeme</i>
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. Bev volunteered to investigate cardboard recycling. <i>Carried Over</i>	<i>Michael & Bev</i>
Michael is awaiting the H&S review of the shop's proposal to site two gazebos for the summer before agreeing. <i>Carried Over</i>	<i>Louise</i>
Last month Angus raised the issue of the Japanese Knotweed we had several years ago. The Conservation Group will survey the area Tuesday 16/05/23 month and report back. <i>Carried Over</i>	<i>Bev/Conservation Group</i>
Item 5 – Chairman's Report	
3 grant applications for contributions towards car park resurfacing costs ongoing.	<i>Michael</i>
Michael has received an approach from the RA about the hall purchasing an overhead projector for use in the hall. On investigation he had found the cost would be approximately £11500. There was no enthusiasm for spending over £11K on something that may be used 2 or 3 times each year. However, he explained he is exploring the opportunity to acquire one from a local organisation that may well have a surplus/redundant projector.	<i>Michael</i>
There will be a Trustees meeting tomorrow 16/05/23.	<i>Trustees</i>
Alice Fisher has been appointed as the new Parish Clerk w.e.f 02/05/23	<i>All</i>
Michael reminded the committee he is standing down in December.	
Item 6 – Treasurer's Report	
Updated Income and Expenditure report to be sent out with minutes.	
Last month the issue of Gas and Electricity charges was raised as being very low, on investigation British Gas have not billed us for 4 months, hence the large bill this month.	
Roland explained now that our deposit account had started paying interest he would try to minimise the amount in the current account. The	<i>Roland</i>

meeting agreed the amount in the current account can be reduced to £10,000.	
The Summer Fete financial details are shown on the back of the summary.	
We are due a rebate from the water company for excess charges.	<i>Roland</i>
Item 7– Secretary’s Report	
The committee has received an application to join the Trustees of the charity from Peter Gieler. The committee decided to accept his application and invite him to the next meeting.	<i>Clive</i>
Item 8 – Booking Secretary’s Report	
Kerry has had an enquiry from a Karate group to use the hall but needed storage for mats etc, Michael and Bev to carry out a review of storage space.	<i>Michael/Bev</i>
Kerry is offering to train any hall users who would like to use Hallmaster.	<i>Kerry/All</i>
Item 9 – Maintenance Report	
Nothing to report	
Item 12 – Committee Group Members Updates	
The drama group are staging “The Three Musketeers” on the 8 th and 9 th of July.	
The conservation group will be having a bonfire tomorrow if conditions allow. Another hedge has been laid and there was a warning to be careful treading off the paths as the orchids are out.	
HAGA have had their existing committee re-elected.	
The F.C. are carrying out pitch maintenance towards the end of August.	
The F.C. are holding their AGM and Fun Day 24/06.	
Item 13 – Any Other Business	
Roland asked for Village Fete bills and receipts to be accurately recorded.	<i>All</i>
The Village Fete banner will replace the F.C. banner at the end of the month.	<i>Lisa/Bev</i>
HVRA asked whether a trophy cabinet could be provided for their Potter Cup. Committee happy for trophy to be displayed on a shelf in the committee room but decided against a trophy cabinet.	
Angus explained the Wycombe Wildlife Group would be holding a meeting on the 19 th May at the village hall.	
Michael closed the meeting at 21:05, next months meeting is the annual “walk around with the conservation group”. The tour will commence at 19:30 and will conclude with wine and nibbles in the village hall.	<i>All</i>

Date of next meeting is 05/06/23 at 19:30
Venue: Village Hall Committee Room
Minutes submitted by: Clive Webb