

Broughton Playing Field and Village Hall Association Committee Meeting

MINUTES of meeting: 12 June 2018

Present at the Meeting: Clive Gresham (CG)(Chair), Gaynor Ireland (GI), Mary Rust (MR), Bryony Gates (BG), Barbara Zutshi (BZ), Jane Smith (JS), Richard Tyler (RT), Eric Wells (EW), Amie Sabatino (AS) under 5's, Pasquale Mazzone (PM)

Quorate: Yes

Item No	Agenda Item	Agreed Action	Owner	Date
1. 2018/081	Apologies: Tim Durdin, Shelagh West, Phil West, Barry Steptoe, Scouts representative. Warm welcome: Amie, Pasquale			
2. 2018/082	Minutes of Meeting – 08 May 2018 1 point to be amended then minutes to be approved			
3. 2018/083	Matters Arising Action points from prior meetings monitored via the action list. 2017/219 2017/223 2017/235 2017/236 2018/011 2018/010 2018/056 2018/060 2018/067 2018/074 All other items moved forward to next meeting	All completed		
4. 2018/084	Treasurer's Report Copy of the report to be circulated by CG. Note of thanks to Tino La Torre for auditing accounts and signing them off Moving forward should minutes/treasurers report be available on village hall website. It was decided there could be data protection issues. CG felt it was important to have some form of report available to view on website. To be discussed at a further point.		TD CG	
5. 2018/085	Projects - update Petanque agreed it should be a community project with village hall covering costs. CG to talk to Phil Allen		CG	
2018/086	Muga/Skate Park TD meeting with contractors to discuss various options. Apply for grants. Hopeful for completion by Summer 2019		TD	
2018/087	Storage Units-need to progress so that it locks in the planning. Grant of £5k from KBC Capital Grants can be applied for but it is necessary to look for other funding and grants.		Project Team	
2018/088	Drage Electrics have provided quote for 24 way distribution board £4891.50 +vat to fully replace existing electrical panels and create capacity for the proposed future development. It will require the cupboard in the kitchen to be extended by minimum 500mm. The work will take 5 working days and the hall would need to be closed. It was agreed that getting this done would aid the development plans. Project team to pursue.		Project Team	
6.	Bookings			

2018/089	Regular – seasonal groups winding down for summer. Scouts storage area in folly is an issue as lots of football nets in there also there is no light. Football nets to be stored under benches in changing room. Scouts AGM on 26 June would like representation from VH committee		BG/RT	
2018/090	Occasional. Remain healthy with a steady flow. Meacham room is being used more. Training company have now finished. New bookings from first aid course and drama group. Messy play had 2 successful sessions but then no response to 3 rd . It was agreed to forgo the hire fee for the last session. Wedding 1 st weekend of July. Tepees will be in place from Thursday evening until Monday morning. They will be occupied for security reasons by the clients. Guests camping on Saturday night.			
2018/091	Thank you to RT for his assistance with getting more teams to use facilities. RT to investigate replacing football posts with grant from football foundation		RT	
8.	Premises			
2018/092	Health & Safety- Drage Electrics have reviewed the flash boards in the electrical cupboard and confirmed they are sound and adequate.			
2018/093	Legionella – there are a few issues to be discussed at Health and Safety subcommittee meeting		H&S	
2018/094	AS expressed concern regarding a tree with ropes hanging off it. SW to contact council		SW	
2018/095	Maintenance PW reported that there is a need for a light in Normans Folly as access to scout and village hall storage cupboards at night is a problem. To be investigated and see if a temporary solution can be found as will all need to be redone as part of development and only a very occasional problem		CG/PW	
10.	Any other Business			
2018/096	Should meetings be alternate Mondays/Tuesdays? BG and BZ to check calendar dates		BG BZ	
	Next Meeting: 10 July 2018 at Village Hall			