

Broughton Playing Field and Village Hall Association Committee Meeting
(VIA ZOOM)

MINUTES of meeting: 8 February 2021

Present at the Meeting: Clive Gresham, Chair (CG), Bryony Gates (BG), Barbara Zutshi (BZ), Ravi Zutshi (RZ), Andrew Tempest (AT), Barry Steptoe (BS), Don Harper (DH), Pat Scouse (PS), Tim Durdin (TD), Gaynor Ireland (GI)

Observers: Emma Smyth (ES) Broughton Under 5's, Judith McQuaid (JM) Scouts, Emily Hollis (EH) Community Fridge

Quorate: Yes

Item No	Agenda Item	Agreed Action	Owner	Date
1.	Welcome & Apologies.			
2021/001	Apologies were received from Simon Aston (SA)			
2.	Minutes of Meetings held – 11/01/21.			
2021/002	The minutes of the Committee Meeting held on the above date were approved and will be published on the website.			
3.	Matters Arising			
2021/003	Completed actions removed from Action list. PS had conversation with designated CEO of Unitary Authority. All services should proceed as normal, and it is unlikely that any changes would take place before 2022. Unclear regarding continuation/approach of Community Grants in the future. CG pointed out that BPF&VHA is unusual with most halls run by Parish Councils. In the new Unitary world it will be necessary for Village Hall and Broughton Parish Council to work together more closely that has been the case in the past to access grants etc.			
4.	Treasurer's Report			
2021/004	Under Covid Local restrictions grant scheme the village hall has received a total of £6001. TD distributed the report to the committee and will be published with the minutes. TD asked committee for ideas of costs of projects to be considered for next year's budget. A projects committee meeting will be arranged and RZ and AT to attend.			
5.	Finding New Committee members			
2021/005	We have had 2 new enquiries regarding joining the committee following the leaflet drop, Bernie Nash and Peter May. CG has followed up with emails and phone calls and is awaiting a response. Suggestions for surplus leaflets/laminated posters are: Village shops and takeaways – Posters - CG Parish council notice boards – PS to action with leaflets Telegraph poles – Posters - CG Mawsley Medical Centre – BS to take poster for Community fridge – CG to provide			

6.	Bookings			
2021/006	Regular – BG reported that only the Under 5's and the Community Fridge were using the premises.			
2021/007	Occasional- Nothing to report apart from a wedding request for 2022 received.			
	User updates/feedback			
2021/008	Under 5s ES advised very busy. Loving the new outdoor area. Can they attach framed chalkboards to outside wall under windowsill- Under 5's to provide and RZ to fit. Committee agreed they could have some permanent floor markings outside to brighten the area.			
2021/009	Bowls Not permitted currently			
2021/010	Kettering FC Shutter door sticking – CG to arrange for the roller shutters to be serviced.	Service shutters of storage units	CG	
7.	Projects Update			
2021/011	New counter for bar and new work top ordered, to be fitted by RZ next week.			
2021/012	RZ proposed to replace the shelving area underneath the bar with appropriate kitchen shelving. Budget of £250 allocated and approved.			
2021/013	Variation to the lease to incorporate the field is being documented by Kettering Borough Council.			
2021/014	CG is chasing SWB architects regarding amending the plans to incorporate a fourth changing room.			
2021/015	Price for levelling path and linking to existing pipes £2750 to £2850.£3500 levelling and new soak away. Job to be looked at in the coming months			
8.	Premises			
2021/016	Electrical Certificate for building - Review has taken place and all points have been resolved TD has forwarded a copy to the Insurance Company.			
2021/017	Outdoor secure play area completed and Under 5's contribution to costs received. Contractors were fantastic especially with the children and the awful weather.			
2021/018	All fire exit lights are working.			
2021/019	CG obtaining a quote from Christian Price to remove push button light switches in entrance hall and replace sensor in outdoor light near path as permanently on.			
2021/020	CG to obtain quote to replace blow heaters in changing rooms like those in the Old Committee Room with boost timer.			
2021/021	Estate & Maintenance report- Nothing to report.			
2021/022	Health & Safety – Plumber booked for half term to address outstanding legionella issues. BG liaising.			

9.	Outstanding Actions List			
2021/023	Completed actions: 2019/125 2020/126 2020/189 2020/190 2020/193 2020/194 2020/197 2020/208 2020/213			
10.	Any Other Business			
2021/024	BZ advised BVH was being featured in Acre's next newsletter			
2021/025	Golf being played on field again. Would be good to obtain a copy of the bylaws. CG to write to the Council.	Obtain copy of bye law	CG	
2021/026	CG reminded the Committee as we approach budgeting for 2021/22, we will need to review hire fees and also consider cleaning hourly rates. To be discussed further at March meeting.			
	Next meeting – Monday 8 March at 19.30 via Zoom			
	Meeting closed 21.18			