

Broughton Playing Field and Village Hall Association Committee Meeting

(VIA ZOOM)

MINUTES of meeting: 12 July 2021

Present at the Meeting: Clive Gresham, Chair (CG), Bryony Gates (BG), Barbara Zutshi (BZ), Andrew Tempest (AT), Gaynor Ireland (GI), Don Harper (DH), Barry Steptoe (BS), Pat Scouse (PS), Ivana Krajcova (IK)
Observers: Emma Smyth (ES) Broughton Under 5's, Judith McQuaid (JM) Scouts

Quorate: Yes

Item No	Agenda Item	Agreed Action	Owner	Date
1.	Welcome & Apologies.			
2021/117	Apologies were received from Ravi Zutshi, Simon Aston, Emily Hollis,			
2.	Minutes of Meetings held – 14/6/21 Minutes were approved and will be signed and published on the website			
3.	Matters Arising			
2021/118	No matters arising			
4.	Treasurer's Report			
2021/119	Treasurer's report was circulated to Committee members prior to the meeting. AT was pleased to report that we have received £8000 restart grant from Council and £1800 Community Fund grant for the Village Show. AT proposed to move £8000 to MH account to earn some interest. Notice period is to be checked with them.			
5.	Bookings			
2021/120	Regular – Clubbercise, KUPE and tap dancing have finished. New regular hirers moved from occasional Some groups struggling for numbers, hopefully Sept will bring new enthusiasm			
2021/121	Occasional- Lots of new enquiries 24/7 big event for Golden Wedding Anniversary is booked Summer booking for 10/11 days for dance school in holidays Sept is busy Maybe keep the max number at 75 people for events in main hall, as a guide but with some flexibility. Weekend rota required for key holding for bookings so BZ has cover. CV19 signage needs to be changed			
	User updates/feedback			

2021/122	Under 5's Children finishing on Friday. Safeguarding audit highlighted the need for some kind of photo id for committee members and leaders of other user groups in hall when children are on site Lock in bar area not working properly Would like to purchase an under counter fridge. BZ and BG to look where it could be located			
2021/123	Bowls Looking forward to everything opening up			
2021/124	Scouts Have been back since Easter with healthy numbers. Finishing on 20 July for Summer			
6.	Projects Update			
2021/125	Lease extension – Revised Heads of Terms received but still awaiting new plan with the revised entrance.		CG	
2021/126	Petanque – the limestone was removed from one side and will be used as a base for Richard Tyler's memorial bench 2 tonnes of grano dust purchased at a cost of £60 to replace limestone and pea gravel.			
2021/127	Benches – all arrived, just need to put them in place			
2021/128	Development plans to be revised to meet Football Foundation requirements for changing rooms, a Pre School area and a Sports bar or similar. CG reported the IdeaAT LTD has quoted a fee for submission of plans which was approved by Committee. To retain control, the Village Hall will be responsible for the costs but CG to approach the other interested parties to assist with funding.			
7.	Premises			
	Estate & Maintenance report-			
2021/129	Heating Project team have a report from Bernard suggesting heating options. To be reviewed Replacement options for the existing heaters is still awaited. CG to chase.			
2021/130	Storage container Waiting for pro forma invoice from company			
2021/131	Health & Safety – BG to book plumber for Legionella annual check			
9.	Outstanding Actions List			
2021/132	Completed actions removed. Other items updated on action log.			
10.	Any Other Business			
2021/133	Suggested photo board in lobby with Committee members and user group leaders photos on to help with Under 5's safeguarding and would be a focal point. BS to produce. All to send head and shoulder photo to BS			
2021/134	A volunteer required to manage the Village Hall Consultation display at the Village Show – BS to check if he is available. Perhaps a joint venture with Parish Council?			
	Next meeting will be held on Monday 9 Aug at 19.30 Venue Broughton Village Hall			
	Meeting closed 21.03			