

Broughton Playing Field and Village Hall Association Committee Meeting

MINUTES of meeting: 12 March 2019

Present at the Meeting: Clive Gresham (CG)(Chair), Gaynor Ireland (GI), Phil West (PW), Jayne Smith (JS), Mary Rust (MR), Shelagh West (SW), Bryony Gates (BG), Richard Tyler (RT).
Observers: non

Quorate: Yes

Item No	Agenda Item	Agreed Action	Owner	Date
1. 2019/039	Apologies: Barbara Zutshi, Eric Wells, Tim Durdin, Barry Steptoe, Judith McQuaid, Rebecca Fox			
2. 2019/040	Minutes of Meeting – 11 February 2019 The minutes were approved and will be published			
3. 2019/041	Matters Arising Completed actions 2018/102 2018/92 2019/010 2019/018 2019/024 2019/025 2019/026 2019/033 2019/034 2019/035 2019/037 2019/038 All other outstanding items were updated and/or moved forward to next meeting. There were no other matters arising.			
4. 2019/042	Treasurer's Report TD circulated his report via email. A copy is attached to the minutes. Some concerns were raised about the Treasurer's suggested price increases within the proposed 2019/2020 budget. These matters to be discussed in further detail at the April meeting with the Treasurer present.			
5. 2019/043	Projects - update Storage completed – Reviewed with SWB and some snagging issues identified to be resolved which Lee Fisher has in hand.			
2019/044	Skateboard park CG & BG met with David Childs to discuss options. Estimate for a 25ft x 35ft structure with 2 halfpipes approx. £12000 + vat. Groundwork would need to be done approx. £3000 It was suggested that one side of the structure could also provide a wall for street art. Committee agreed to proceed and obtain alternative quotes and possible grants	Gain quotes and look at potential funding	CG	
2019/045	Car Parking update – Jim Hakewill (JH) met with CG to discuss the potential parking area. JH has provided contact details at Northants County Council and details have been forwarded for their comments. It would seem there will not be an easy solution to filling in the ditch. That being the case CG&BG recommended the time and cost cannot be justified for the occasional use of the additional parking and not to pursue further. Committee agreed.			
2019/046	BZ suggested putting up a sign for Hall Parking in addition to the football parking and access required signs. Post and postcrete already in stock. Committee agreed.	Put up sign	PW/CG	

2019/047	Electrical work is due to commence on Monday 8 th April		PW/CG	
2019/048	Changing rooms – due to building regs, there is not enough room for a disabled toilet. 2 unisex toilets will be planned instead. There is a disabled toilet in the existing development plans which can be installed later as required.	Waiting on quotes	CG	
6.	Bookings			
2019/049	Regular – all payments up to date			
2019/050	Occasional – very busy with new bookings.			
7.	Premises			
2019/051	Maintenance – Mortice lock replaced on changing rooms			
2019/052	Oven door hinges and seals need replacing £89 + £108 parts. Parts have been ordered.			
2019/053	Tables - 2 need replacing approx £130 per table Also need to purchase 4 small tables to replace metal ones approx. £110 per table. Total £696.43			
2019/054	Paint drying rack used by Under 5's to be stored in the changing room not kitchen 'during the week and put away in U5s storage cupboard at weekends'.	Speak to Under 5's	BG	
2019/055	Suggestion made by Under 5's to have a defibrillator on the premises. It would need to be fitted outside which raises safety issues. We should enquire with the football teams as to their expectations	Speak to teams	BG	
2019/056	Outside bin has been replaced by Kettering Borough Council			
2019/057	BZ has requested new doormats for main hall. 2 to be purchased	Purchase mats	SW	
2019/058	Rubbish removal by hirers. Any surplus rubbish should be removed by hirers.			
2019/059	The Committee considered if VH should obtain a TV Licence. After careful consideration it was decided it was not necessary.			
	Health & Safety - SW has checked and replenished the first aid boxes			
8.	Outstanding Actions List – see action list			
9.	Any other Business			
2019/060	SW noted that there were plastic water bottles being left on the pitch. These were kindly picked up and disposed of by two children			
2019/061	Parish Councillor complained that the clock in Meachem Room was always slow. Batteries to be checked	Check batteries	PW	
2019/062	SW to measure robin for tree		SW	
2019/063	CG has made some alterations to VH information in Four Spires			
2019/064	Future meetings. It was agreed to hold future meetings on 2 nd Monday of each month			
	Next Meeting: 8 April 2019 at Red Lion			