

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

**MINUTES of meeting: 9 November 2020**

**Present at the Meeting:** Clive Gresham, Chair (CG), Tim Durdin (TD), Gaynor Ireland (GI), Bryony Gates (BG), Barbara Zutshi (BZ), Ravi Zutshi (RZ) Andrew Tempest (AT), Barry Steptoe (BS), Laura Groom (LG)

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

**Quorate:** Yes

Item No	Agenda Item	Agreed Action	Owner	Date
<b>1.</b>	<b>Welcome &amp; Apologies:</b>			
2020/146	Apologies were received Pat Scouse, Don Harper			
<b>2.</b>	<b>Minutes of Meetings held – 12<sup>th</sup> October 2020</b>			
2020/147	The minutes of the Committee Meeting held on the above date were approved and will be published on the website			
<b>3.</b>	<b>Matters Arising</b>			
2020/148	Completed actions removed from Action list			
<b>4.</b>	<b>Minutes of the AGM held – 12 October 2020</b>			
2020/149	Jayne Smith and Eric Wells both offered their resignations Minutes are a true representation of the AGM			
<b>5.</b>	<b>Treasurer's Report</b>			
2020/150	TD has received insurance quote from Allied Westminster which is around 20% cheaper than current contract. Committee agreed to proceed with this quote which is for a 3 year term. KFC marquee is not covered on VH insurance – BG to ask if they would prefer to add to our insurance or obtain their own.	Check KFC insurance cover	BG	19.10.20
<b>6.</b>	<b>Bookings</b>			
2020/151	<b>Regular</b> – Everything is halted again due to lockdown apart from Broughton Under 5's and the Community Fridge. Unlikely that most of them will restart before the New Year. 5 a side football pitch fee to be set - £15 agreed. One free session to be given as KFC have marked out pitch for first time.			
2020/152	<b>Occasional-</b> nothing currently, but African drummers, guitar class and Zumba are all keen to start back. Two other Zumba classes have enquired for slots.			
	<b>User updates/feedback</b>			
2020/153	<b>Under 5s-</b> Have received quotes to replace grass in outside play area. Under 5 Committee meeting next week so will discuss and then send the details over. Can leave equipment out over night during lockdown. Pack away on a Friday to enable a full clean over the weekend.			

2020/154	<b>Bowls –</b> Looking forward to returning after lockdown			
2020/155	<b>Community Fridge-</b> Currently fundraising. Hoping to be up and running in the next 3 or 4 weeks New heaters in old committee room will be fitted on 17 <sup>th</sup> Nov It was agreed by the committee in principal to spend £390 to fit cupboards, sink and work surfaces in the room. CG/RZ to action.			
<b>7.</b>	<b>Projects Update</b>			
2020/156	Money received from Kettering Borough Council to do all the jobs listed Install handrail			
2020/157	Renew Bar worktops			
2020/159	Create new access to skate ramp through hedge by building tarmac access ramp/ path and install gate with return spring			
2020/160	New heaters in old committee room will be fitted on 17 <sup>th</sup> Nov			
2020/161	MUGA TD has enquired with KBC if planning permission is required. Waiting for response. We will also need to obtain control of the proposed site from KBC to meet the grant providers criteria.			
<b>8.</b>	<b>Premises</b>			
2020/162	<b>Estate &amp; Maintenance report-</b> New heaters in old committee room will be fitted on 17 <sup>th</sup> Nov Water not draining off car park side roof – needs to be rectified quickly – CG to investigate. Slabs near front door not draining – may need to look at tarmacking the path instead of replacing slabs New padlocks ordered for car park gate			
2020/163	<b>Health &amp; Safety</b> Legionella work to be rescheduled.			
<b>9.</b>	<b>Outstanding Actions List</b>			
	Details reported on action log			
<b>10.</b>	<b>Any Other Business</b>			
2020/164	Blinds – projected installation date of 4 weeks. BS to liaise with BZ & BG to agreed colour of blinds.			
2020/165	Janet Tyler would like to erect a bench at the VH in memory of Richard. Cost of acrylic plaque with photo is approx. £100			
	<b>Next meeting –</b> <b>Monday 14 December at 19.30 via Zoom</b>			
	<b>Meeting closed 21.05</b>			