

Broughton Playing Field and Village Hall Association Committee Meeting

MINUTES of meeting: 11 November 2019

Present at the Meeting: Clive Gresham (CG) (Chair), Tim Durdin (TD), Gaynor Ireland (GI), Ravi Zutshi (RZ), Barbara Zutshi (BZ), Claire Tilley (CT), Katie Hodgson (KH), Mary Rust (MR), Barry Steptoe (BS), Bryony Gates (BG), Phil West (PW),
 Observers: Judith McQuaid (JM)

Quorate: Yes

Item No	Agenda Item	Agreed Action	Owner	Date
1. 2019/199	Welcome & Apologies: Apologies were received from, Jayne Smith, Eric Wells, Shelagh West, Richard Tyler, Simon Aston, Emma Smyth and Johnny			
2. 2019/200	Minutes of Meetings held – 14 October 2019 The minutes of the Committee Meeting held on 14 October 2019 were approved and will be published on the website			
3. 2019/201	Matters Arising Completed actions 2019/094 2019/134 209/147 2019/156 2019/160 2019/176 2019/188 2019/190 2019/194 All other outstanding items were updated and/or moved forward to next meeting.			
4. 2019/202	Treasurer's Report TD circulated a brief report at the meeting and a copy is attached with the minutes. TD advised he had received a note from Robin Shrive on behalf of the Parish Council regarding possible support for village hall projects as they would need to consider ahead of precept considerations. TD will follow up.		TD	
2019/203	Committee agreed to make the following donations from Village Show profits: £250 Scouts £50 Attitude Dance Academy			
5. 2019/204	Projects - update Skatepark – Mick George application was unsuccessful. Option B is to use Section 106 monies. CG has asked Dave Lane to confirm if the funds will be released to us or through procurement. Due to weather conditions the project will need to be moved to Spring 2020. There is an opportunity to apply for a grant to Sport for England		Development Team Ongoing	
2019/205	Old committee room - John the paint has been approached for the necessary painting work, waiting for quote from him. 2 & 3 Jan 2020 have been provisionally booked as contractors need two full days to complete the floor. CG had asked Drages to quote for 2 dimplex heaters		Development Team Ongoing	

2019/206	<p>Meachem room – Request received from Under 5's for cages on heaters. Option 1 Powder coated £447 + vat Option 2 Plastic coated £547 + vat Committee agreed to Option 1</p> <p>Replacement tables – Option 1 Lightweight Go Pak £798 for 6 tables Option 2 Poly Plastic Trestle £260 incl delivery On the basis that Under 5's are going ahead with their plans, the committee agreed to purchase option 1. Original tables will be moved into old committee room TD asked if Under 5's also require plug guards</p> <p>CG to ask Under 5's to confirm their intention of moving forward with their plans to use Meachem room before we purchase new tables, heater cages and plug guards</p>		CG	
2019/207	<p>Some new chairs required in Meachem Room – quote from Knights and Hyde for 10 chairs £300 incl vat Check chairs to see how many required and discuss at next meeting</p>		CG	
2019/208	<p>Defibrillator-money received, and order placed. Once installed the company provide a link to book a training session. GI and CT to coordinate this along with advertising and invitations to user groups</p>		GI & CT	
2019/209	<p>Entrance Hall – quote for door £1045 Level floor and outside paving slabs, remove floor £825 New floor £800 (estimate) Easter holidays would potentially be a good time for this work. Waiting for quotes for LED lighting and sensor lights in toilets</p>			
6.	Bookings			
2019/210	User Updates/Feedback –none			
2019/211	<p>Regular – Broughton Players are putting on panto in Feb half term. Bowls have kindly agreed to move to Wed that week to accommodate rehearsals/stage set up. Thank you to bowls from Broughton Players.</p> <p>Another request for football pitch but unfortunately, we are fully booked.</p> <p>After school club not going ahead</p>			
2019/212	<p>Occasional – Child yoga beginning in Jan on Thursdays 5-6pm</p> <p>WI had coffee morning and may restart if they can form a committee.</p> <p>Party on 14th March that requires a bar- suggested to ask Pippa or Red Lion</p> <p>BZ to circulate rota for keys</p>			
2019/213	<p>CG proposed increase in hourly rate for cleaner from £9 to £10 to commence in January. Last increase was January 2018. Seconded by MR. Approved</p>			
7.	Premises			

2019/214	Under 5's reported that the ceiling heaters in main hall are not working. On investigation it appears half of the elements and one of the booster heaters are not working. In March 2017 £2400 was spent on repairs to heating In Dec 2018 £1750 was spent on replacing 12 elements CG has asked Drages to suggest alternative heating systems and cost to replace lighting with LEDs which will use a third of the power that existing lights are using.		CG	
2019/215	Maintenance – Loose bricked fixed Leak in corridor is now in a different place after repairs were made			
2019/216	Health and Safety – nothing to report			
8.	Outstanding Actions List –			
2019/217	2019/163 – TD has investigated further the online banking options. NatWest offer Bankline at £20 per month charge and 45p per transaction equivalent to approx. £300 per year It is important that the Treasurer and committee all feel comfortable with a new banking system. This matter is to be discussed at the January meeting		ALL	
	2019/178 Race night dates. JM to discuss at Scout meeting in Nov and advise BZ		JM/BZ	
9.	Any other Business-			
2019/218	KH advised that the family who wish to plant the oak tree in remembrance would like to do so on 26 Nov. Planting areas to be advised			
2019/219	BZ raised the option to hold meeting in the Red Lion on alternate months. CG to speak to Red Lion		CG	
	No other business and meeting closed at 22.02hrs			
	Next Meeting: 9 December 2019 at Village Hall			