

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

**MINUTES of meeting: 12 October 2020**

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

Observers: Emily Hollis (EH)

**Quorate:** Yes

Item No	Agenda Item	Agreed Action	Owner	Date
<b>1.</b>	<b>Welcome &amp; Apologies:</b>			
2020/133	Apologies were received from Simon Aston, Barry Steptoe			
<b>2.</b>	<b>Minutes of Meetings held – 14<sup>th</sup> September 2020</b>			
2020/134	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>			
2020/135	Completed actions removed from Action list			
<b>4.</b>	<b>Treasurer's Report</b>			
2020/136	The report was distributed via email prior to the meeting HMRC acknowledged application for Gift Aid Amazon Smile has been activated			
<b>5.</b>	<b>Bookings</b>			
2020/137	<b>Regular –</b> 6 hirers plus KFC have returned. Unlikely that others will come back before Jan. Scouts are possibly returning in November. Parish Council will not be returning to in person meetings for the rest of the year but will continue making the standing order payments as a donation. FA Regulations do not allow football teams to use changing rooms. It was proposed and agreed that KFC should be given a £10 reduction in hire costs to reflect this.			
2020/138	<b>Occasional-</b> Zumba on a Saturday morning has started 2 bootcamps have booked the hall Requests from African hand drum group and another Zumba class  M&S pop up shop is using the car park on alternate Tuesdays. It was agreed to let it run for 2 months free of charge			
	<b>User updates/feedback</b>			

2020/139	<b>Under 5s-</b> Would like to do something with the muddy grass area. Their proposal was to replace with bark and to place bamboo fencing around the area. CG to ask them to rethink slightly as bark would not be suitable			
<b>8.</b>	<b>Projects Update</b>			
2020/140	CG to provide TD with a list of equipment needed for the community fridge project			
<b>9.</b>	<b>Premises</b>			
2020/141	<b>Estate &amp; Maintenance report-</b> Roof leaks have been fixed but there are now issues with drainage in down pipes Speed humps are being repaired Tape to mark off the areas for chair storage has been purchased  Heaters for old committee room are on order  Committee agreed to proceed with the purchase of the blinds for main hall			
2020/142	<b>Health &amp; Safety</b> Plumber booked for 26 October to do a couple of things in accordance with the Legionella report. Cost £216 £80 + vat annual check			
2020/143	First aid kits need to be looked after – action list for next meeting			
<b>10</b>	<b>Outstanding Actions List</b> Details reported on action log			
<b>11.</b> 2020/144	<b>Any Other Business</b> Amazon Smile to be advertised on social media			
2020/145	CG proposed that we should erect a plaque in remembrance of Richard Tyler-Committee agreed			
	<b>Next meeting –</b> <b>Monday 9<sup>th</sup> November at 19.30 via Zoom</b>			
	<b>Meeting closed 21.15</b>			