

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

**MINUTES of meeting: 10 August 2020**

**Present at the Meeting:** Clive Gresham, Chair (CG), Tim Durdin (TD), Gaynor Ireland (GI), Barry Steptoe (BS), Bryony Gates (BG), Clare Tilley (CT), Barbara Zutshi (BZ), Ravi Zutshi (RZ),

Observers: Emma Smyth (ES), Judith McQuaid (JM), Don Harper (DH)

**Quorate:** Yes

Item No	Agenda Item	Agreed Action	Owner	Date
<b>1.</b>	<b>Welcome &amp; Apologies:</b>			
2020/095	Apologies were received from Eric Wells, Phil West, Shelagh West, Simon Aston, Jayne Smith, Andrew Temple			
<b>2.</b>	<b>Minutes of Meetings held – 13<sup>th</sup> July 2020</b>			
2020/096	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>			
2020/097	Completed actions removed from Action list  All other outstanding items were updated and/or moved forward to next meeting.  JK Fitness booking resolved			
<b>4.</b>	<b>Treasurer's Report</b>			
2020/098	Distributed via email prior to meeting. No questions or comments from Committee TD to persue KBC regarding Community Hall Capital Grant			
<b>5.</b>	<b>Village show update</b>			
2020/099	TD gave an update on the progress of the show planning. With current restrictions we are legally entitled to host the show providing we have a very tight risk assessment and documentation			
<b>6.</b>	<b>Bookings</b>			
2020/100	<b>Regular –</b> 2 regular bookings have returned bringing much needed income. All regular hirers have confirmed they would like to return from Sep subject to Government guidelines Broughton Old Boys will not be returning although may want to book friendly games. Rising Sun and KFC are both interested in taking up the slot – BG to liaise			
2020/101	<b>Occasional-</b> Guitar class are using main hall on Saturday mornings but are looking to move to Meacham room from Sep. TCA Cheer and Tumble Association have enquired for a monthly Sunday booking Kettering Pheonix Junior Basketball team have enquired about using the basketball court one evening per week for approx. 6 weeks. Fee £10 per hour to be charged			

	<b>User updates/feedback</b>			
2020/102	<b>Under 5s-</b> Hope to fully reopen in Sep Grant received Very happy to assist with refreshments at Village Show Request from committee for the Under 5s team to empty dishwasher on a Friday			
2020/103	<b>Scouts-</b> Hope to return in Sep using outdoor spaces initially			
2020/104	<b>Bowls-</b> Have done risk assessment and would like to do a dry run in Aug			
<b>7.</b>	<b>Projects</b>			
2020/105	Drainage Project completed with additional costs of around £1200 Entrance lobby – new doors are fitted, floors being levelled			
2020/106	<b>MUGA-</b> TD suggested we should ascertain who will want to use the MUGA to determine if it should be floodlit or not. Probably best to have a 2 surface muga, artificial grass/soft surface and tarmac			
<b>8.</b>	<b>Premises</b>			
2020/107	<b>Estate &amp; Maintenance report-</b> Roof Ashvale have not solved the leaks. Unfortunately the contractor has shingles and cannot come out to look. RZ suggests withholding payment until the problems are rectified  Heating issue is ongoing. No one able to do a site visit at present  Scaffolding – it has not been possible to purchase any but it may be possible to borrow some to replace heating elements and lights. Decision taken not to pursue purchase.			
2020/108	<b>Health &amp; Safety</b> Planning to meet on Friday to assess. Need to book someone to advise on the actions arisen from the Legionella report  Curtains in main hall need replacing, blinds may be better and more hygienic. BS to look at options and costs			
<b>9.</b>	<b>Outstanding Actions List</b> Details reported on action log			
<b>10.</b> 2020/109	<b>Any Other Business</b> New role for someone to take over sales for mural			
	<b>Next meeting – Monday 14<sup>th</sup> Sep via Zoom</b>			
	<b>Meeting closed 21.20</b>			