Broughton Playing Field and Village Hall Association Committee Meeting

MINUTES of meeting: 10.6.24

Present: Clive Gresham (CG), Bryony Gates (BG), Andrew Tempest (AT), Barbara Zutshi (BZ), Laura Groom (LG), Simon Aston (SA), Pat Scouse (PS), Ros Gresham (RG) Charlotte Bodicoat (CB)

Observers:

Quorate: Yes

Agenda Item	Action Owner	Date
Welcome & Apologies.		
Apologies: Mark Malitskie (MM), Triv Fleckney (TF), Alex and Helen Cattanach (HC) (AC), Don Harper (DH), Mark Coster (MC) and Ravi Zutshi (RZ) Observer apologies: Emma Smyth (EH) Judith McQuaid (JM)		
Minutes of Committee Meeting 20 th May 2024		
Minutes agreed and signed by CG.		
Matters arising and Outstanding Actions		
There were no matters arising.		
Committee Matters		
Treasurer's report		
 Financial Update AT reported that the Association's finances remain sound. Current position circulated to committee, nothing further to report. CG asked how much of the reserve account of £35,000 is allocated to covering 12month contingency. (AT) confirmed the figure at £11,290. This figure can by whatever we set it at as it is a designated fund satisfying Charity Commission best practice. It was AGREED that we could set the figure at £10,000 which was deemed adequate. Xero update (AT) - gone back to Roger Spencer in Nottingham and agreed to engage them. He will contact them again when the CIO date is available. CIO Status		
Fundraising and Social Events		
250 Club Draw 114, 44, 11 Film Night Feedback (CG) reported that although it is not too much effort, support is lacklustre. However, those that did attend thoroughly enjoyed the evening. Discussion about whether we should repeat the Film Night. AGREED that we would repeat for October, set a minimum number and if		
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6.	Projects		
2024/160	Planning preservation Not yet had feedback from Joby but (CG) will chase up.	(CG)	
2024/161	<u>106 Update</u> No response from council (PS) will contact again tomorrow Stacie Whiley is the contact there.	(PS)	
2024/162	<u>MUGA</u> (PS) one quote received, high fences. Expensive and VH may have to pay VAT. Playdale are a company do a version with lower fences. (PS) to obtain a further quote.	(PS)	
2024/163	Basketball – Adam Bridgman sent a message saying that he would like to paint white lines. Another group have got together and used the court. Continue to pursue this.		
2024/164	<u>Fire Alarm System</u> Revised quote received from Smiths £14,500. Bring it up to current standards. (CG) has started a funding application closing date 18 th June. Applying for £10,000.		
2024/165	<u>Nest Swing</u> (CG) been unable to track down Dave Lane. He will go through the system and find out why he is not responding. (PS) will also try to contact him.	(CG/PS)	
2024/166	<u>Other Ideas</u> Any ideas should be circulated to committee. We are due a kitchen upgrade. Flooring in kitchen and bar area. Outdoor Table Tennis.	ALL	
7.	Bookings		
2024/167	Regular Beavers have a lot of offsite activity. Only one booking in June. One of the dancers have cancelled until October.		
	KFC had a good tournament which went well. Ladies tournament to take place Friday 21 st and Saturday 22 nd June		
2024/168	OccasionalFootball tournaments income will go into regular although occasional as well.Last few days lots of bookings received.Sunday 16 th Eide booking.Less children's parties.Little Moons request for 150 people for a summer party. This is a large number and (BZ) to offer Meachem Room. Suggest that they have cark park marshals.		
2024/169	<u>User Groups</u> Bowls – numbers good, everything fine Under5's - nothing to report. Scouts – again suggested soundproofing the hall Kettering FC – thanks to everyone for accommodating the tournament and weekend activities.		
2024/170	 (CG) and (MC) met with members of the football club to talk about grass cutting and the issues around getting it cut! Cutting is erratic. Still a possibility of the football club buying the equipment with 75% funding discount from the FA. Remaining 25% is around £8/10,000. Would the committee consider doing a similar sort of thing we did with the container. Not having the grass cuts risks reducing hire income. If we cut the grass the council may stop cutting it. This is something we might want to consider for the future. KFC will obtain quotes and information from the FA so it can be discussed further. 	SA/CG	

8. 2024/171	Publicity(CG) to feed back to Triv about football tournament, thanking everyone for their support.Also highlighting the outdoor gym now that the summer weather is coming.Website – (RG) to take planning off the front page.		
9.	Premises		
2024/172	<u>Health and Safety</u> (BG) and (BZ) to test for legionella in July. Fire risk Assessment completed.	BG/BZ	
2024/173	 Maintenance Update New dishwasher installed. £106 for engineer and £419 for new dishwasher. Re-pointing of both gable ends will take place first weekend in July. (CG) has met with Pino about water pooling at entrance. No natural drainage spot. Only possible option was to lift half the path, reshape and have the water going down the path. Further investigation needed. Week of 24th June for 7 days (Monday to Monday) Tony away on holiday so we have no cleaner Wed, Friday and Sat. MCS cannot help.2 options: Anyone around to help? Contact Sarah Conniff and ask if she would do it? (BZ) and (CG) spoke to MCS to confirm what they needed to clean. Meachem Room light bulb changed but still not working. Needs an electrician to take out whole unit. Quote received from John the Paint to do anti climb paint £271.95. Asked to do container and they said they would do that also with the anti-climb paint. Revised quote awaited. Quote to repaint store room doors £165.36 including materials. Further quote requested to repaint the corridor to the Meachem room. Will then try and find space in the calendar. New blinds have been ordered, deposit paid and will be available in 6/8 weeks. 		
2024/174	 Policy Updates Equalities and Vulnerable Adults Policy – nothing appears to be changed. Ratified with updated review date May 2027. Date Protection Policy – Approved – review date June 2027 Environmental Policy not been updated. BG will send to CG to change date and then send all policies to committee to agree. (RG) will then update the Website. 		
10.	Any Other Business		
2024/175 2024/176	 Apple Tree – Very tatty. People paid to have the pictures. (BG) suggested covering the bottom items with Perspex. (PS) to find the list of who has bought what and we will try and make sure that it is repaired. (BZ) Had a request from a company responsible for DAB radio. Up and running in Rutland and Stamford. DAB radio are setting up in Kettering and Corby. Need to put up an antenna on the Village Hall Roof. They also need somewhere to instal a small cabinet which would fit in the cleaning cupboard with the CCTV on top of it. They have offered to pay £100 per month. 		
	Date of next meeting: 22 nd July 2024		