

Broughton Gifford Village Hall Management Committee

Minutes of the Meeting Held on 19/07/2017

Present: Lucy Key (LK), Mike Bailey (MB), Sylvia Davis (SD), Sue Jeffries (SJ), Amy Harland (AH), Merv Rees(MR) Vince Davis (VD) Tom Vincent (TV) Sue Jacobs (SEJ)

Apologies: Elizabeth Freeman (EF) Mark Sullivan (MS),

Minutes of last meeting

All okay

Regular Users Feedback and bookings:

Parish Council: nothing to note

WI: nothing to note

Short Mat Bowls: nothing to note

Piecemakers: nothing to note

Gardening Club: nothing to note

Friendship Club: nothing to note

Bee Keepers: – nothing to note

Toddler group: Met the new coordinator and all paid up.

Vine embroidery: nothing to note

Wessex Medieval Alliance: nothing to note

Pilates: nothing to note

Rock and roll: VD has spoken to them about fitting in with skittles – to be sorted out.

Baby sensory: nothing to note

Tea Dance: now a regular booking and will have another session for ballroom dancing.

Maintenance

- Weeds are in need of spraying/strimming – done
- Soft play area needs pressure washing – MB has cleared some of the moss and put down the application of algae eater.
- MB has re-painted the white line by the fire exit near the play area.

- Gerald to remove old wall heaters – all done and new heater in the committee room.
- MB to repaint committee room when gap in schedule – done, plus other jobs, including getting rid of waste.
- Changes required to alter Fire door near stage to same system as Fire door near bar area – MB to speak with Lee Mitchener
- Steps have been made for the front of the stage – everyone approved.
- MB said he felt someone is needed to keep the car park tidy and the ivy and weeds back – VD to speak to Mick Adams.
- The stone wall – it has been recognised that more work is ideally needed in repairing the rest of the wall, but it is potentially very expensive. MB said he would speak to the Parish Council about the fund they have. LK said that we could apply to the Melksham Area Board – LK and SEJ will discuss further.

Finance

No report, but all in order. Insurance was renewed and trustees indemnity was added to protect committee members. LK brought info from insurers about re-build cost. The process would cost £100 to do – SJ suggested speaking to the Village Hall Association about this too. It was agreed to raise again in October. LK said she found info about fixed electric check date on the Hub and just wanted to remind committee of the importance of loading up key documents.

200 club –

Summer draw 2017

- 1st prize - £150 – Vicky Mills
 2nd prize - £80 – Mrs Marshall
 3rd prize - £40 – Merv Rees

July 2017

- £10 – Mandy Drew
 £10 – Shannon Jeffries
 £10 – Chris Rees
 £10 – Neil Hooper

Health & Safety

MR produced a comprehensive report with 12 items identified only 4 requiring action at this stage

1. Play area surface (See maintenance)
2. Spare Gas bottles – MR to investigate where to recycle empty cannisters
3. Stairway in stage area – MR to clarify Fire instruction notices
4. Repaint white strip on escape steps – MR to paint

Any Other Business

- EF to advise up to date info on new website. EF updated and working on site – LK to follow up with EF before next meeting and £40 annual cost was approved.
- VD thanked SJ for all her contribution to the committee over the years and presented her with a gift – plus sausage rolls!!
- AH raised 2 issues – firstly we need more members and a couple of 200 club collectors and suggested putting a message on the village facebook page. This was agreed and AH to follow up.
- MB continuing to follow up with RG.
- Gas – MB to get the keys from RG and check cannisters.
- LK reported back thank you from the skittles for the contribution from fireworks.
- VD had a chat with the new people running the pub – he is not interested in getting involved and he is happy for committee to continue to run the bar as it is.
- Village mag – SJ said to make sure things are booked and AH will follow up – October for the bonfire night and Nov for the Christmas concert.
- SEJ new email slittler@macmillan.org.uk
- Fireworks – Mike will be sending a quote to LK which will be the same as last year with payment needed in advance.

Next Meeting

Thursday Sept 14th 2017 in the Village Hall Committee Room 8.00pm