

# **Broughton Gifford Village Hall Management Committee**

## **Minutes of the Meeting Held on 14/12/2017**

**Present:** Mike Bailey (MB), Sylvia Davis (SD), Sue Jacobs (SEJ), Amy Harland (AH), Vince Davis (VD) Tom Vincent (TV) Simon Childe (SC) Merv Rees(MR), Martin Cottle (MC) Lucy Key (LK)

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

### **Fireworks feedback**

Meeting was held at the Bell. MB said that one of the few issues raised was that the Scouts asked what the wording was regarding insurance – LK said that she would check. MB said that the Air Cadets were also present with 1<sup>st</sup> Aid and MB said that he may also get yellow tabbards. MB said that he and Simon will be doing a sheet of information on measures taken and some more signs will be done to discourage parking throughout the village. The final plan will be ready well before next fireworks.

### **Minutes of last meeting**

All okay but the date on the last minutes was the wrong month.

### **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:** thanked for donation

**Vine embroidery:** nothing to note

**Wessex Medieval Alliance:** nothing to note

**Pilates:** nothing to note

**Rock and roll:** Christmas party on Tuesday

**Baby sensory:** nothing to note

**Tea Dance:** nothing to note

**Archery:** Nothing to note

### **Maintenance**

- Changes required to alter Fire door near stage to same system as Fire door near bar area – All done and now no key. Sign needs to be removed.
- Toilet gents has new urinal.
- Disabled loo flush needs repairing – MB to speak to Gerry.
- 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. LK said that we could apply to the Melksham Area Board – LK and SEJ will discuss further. To be followed up in Jan.

### **Finance**

Report for Dec – Christmas concert did very well taking £365.84 with £155 for the raffle.

Proposed donations were discussed at meeting on the 23<sup>rd</sup> and donations were distributed. LK said that she will send a note to the village mag to say the level of donated money from the fireworks.

Report – money in from fireworks and plenty of payments out for this, including donations. Balance is healthy and invoices have been going out for regular users.

In last meeting LK brought info from insurers about re-build cost. The process would cost £100 to do - to be followed up in the new year.

**200 club –**

**Christmas draw – drawn at Christmas concert**

**1<sup>st</sup> prize £150 – Nicky Manson**

**2<sup>nd</sup> prize £80 – Dorothy Stanley**

**3<sup>rd</sup> prize £40 – Richard Francis**

December 2017

£10 – Jenny Adams

£10 – Jean Alford

£10 – Shannon Jeffries

£10 – Katie Hoyland

## **Health & Safety**

MR done the quarterly check.

1. Wall – see maintenance
2. Leaf debris cleared
3. PAT testing not done since 2011/12. MR to speak to John Drummond

Outstanding issues:

1. Stairway in stage area – MR to clarify Fire instruction notices

## **Website updates**

- Christmas 200 club prize draw.
- New committee members – Simon Childe and Martin Cottle
- Retired committee members to be removed – Sue Jeffries, Rob Giles
- Christmas concert – photos LK said that she will help SD send a photo pf the Christmas concert.
- General photos – it was felt it was probably not the time of year to do pictures of the hall but the concert and firework pictures would be good to put on the website.
- Hub documents - what should be done with these? TV to speak EF about this.

## **Any Other Business**

- Christmas decorations – done. Date for taking down, 30<sup>th</sup> at 10am. Committee to email of there is a problem with this date.
- EF to advise up to date info on new website – TV.
- Committee still needs a secretary – TV suggested that the committee should directly ask people they know if they wold be willing/interested in being involved.
- Mouse racing – MB following up with Tom Gerrish. For dates in March – can't do the 3<sup>rd</sup>, but can do 10<sup>th</sup>, 17<sup>th</sup> or 24<sup>th</sup> – April 14<sup>th</sup>, 21<sup>st</sup> or 28<sup>th</sup>.

## **Next Meeting**

Thursday January 18<sup>th</sup>, 8pm in the Village Hall Committee Room.