

Broughton Gifford Village Hall Management Committee

Minutes of the Meeting Held on 01/201

Present: Vince Davis (VD), Amy Harland (AH), Sylvia Davis (SD), Lucy Key (LK), Tom Vincent (TV) Mike Bailey (MB), Amy Haughton (ACH), Simon Childe (SC) Martin Cottle (MC)

Apologies: Merv Rees (MR)

Committee business

Amy Haughton was nominated and seconded and voted on to the committee – ACH has kindly offered to take on the role of secretary.

Minutes of last meeting

Due to IT issues (dog breaking laptop) minutes had not been circulated. TV to send round minutes for Dec with the January minutes.

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: nothing to note

Vine embroidery: nothing to note

Wessex Medieval Alliance: Paid and booked new sessions.

Pilates: nothing to note

Rock and roll: nothing to note

Baby sensory: New person in charge, Chantelle Bailey.

Tea Dance: nothing to note

Archery: nothing to note

Maintenance

- Trees – following a recent discussion it was agreed to get trees overhanging the carpark to be cut back. TV had asked Tim Hipkin to quote and he has provided this in writing – without checking the exact amount it is about £1300 to get everything done. The committee agreed that a second quote was required and TV said he was waiting to hear from a tree surgeon called Greg from Holt.
- Light for the sign outside is not working – MB to speak to Gerald.
- 6 new LED lights to replace fluorescent ones required for stage area – John Drummond is due to do this and screen.
- Water softener – VD had got quote from West of England Water Softeners for £1100 which as heavily discounted as the village hall is a charity. The committee felt that even if a second quote was sought this price could not be beaten and so the committee agreed to accept the quote and get the work done.

Finance

AH reported that her and Lucy Key (retiring treasurer) had met Katherine Moore (KM) who will now be the paid treasurer. The meeting covered all the requirements and KM has since produced the December finance report. LK has set up a ‘finance’ email account and asked all the hall users to use this for communication so that KM and AH can both use it.

MB and AH will now be signatories and KM can log-in to the account to access information. The committee agreed that it was a good idea to have a secure postbox for occasional cash deposits, cheques and notes for KM who is also doing cleaning for the hall.

- AH to do note for the village mag about donations from the fireworks.

200 club

January 2019

Richard Francis

Rosie Gerrish

Dave Mitchener

Julian Robertson

Health & Safety

- Old lights left at side of building cleared away (after decorations were put up) – John Drummond to get rid of metal that was also left at side of building.
- Car abandoned in carpark – SC has organised for a letter to be sent to the registered owner asking for it to be removed. It is not clear at the moment what further action can be taken but SC is looking into it and owner needs to have a chance to sort out the situation. To be reviewed at next meeting as necessary.
- Leafs in car park – TV has made progress, but still more to do. .

Website updates

- 200 Club winners
- Update 'Whats On' page – AGM, Fireworks, Mouse racing (new date 23rd March 2019).

Mouse racing

- Arranged for the 23rd March 2019 – decided that start should be 6 to 6.30.
- Village mag booked.
- AH to get all the information from Lucy Key for next meeting.
- VD to get drinks for prizes

Any Other Business

- Fireworks – VD said that he had received letters of thanks for donations from the Village Mag, St Mary's Church and the youth club and a certificate from the Air ambulance.
- Lease – MB to contact agents for freeholders and ask about purchasing land or extending the lease.
- VD said that a caterer had been in touch about the possibility of having a pitch at the fireworks. The committee felt that whilst there was not specific problem with this caterer, there was not space for more food outlets. VD to reply.
- The hub – AH said she had problems putting documents on this and that there should be easier set ups (like dropbox). AH to speak to Elizabeth Freeman about this.
- SC and ACH proposed having a Village Hall facebook page to help circulate information. All agreed that this seems a good idea. ACH to look to establish this.

Next Meeting

Committee meeting – MONDAY 11th Jan, 8pm in the Village Hall Committee Room.