

Broughton Gifford Village Hall Management Committee

Minutes of the Meeting Held on 17/10/19

Present: Amy Harland (AH), Vince Davis (VD), Sylvia Davis (SD), Simon Childe (SC), Tom Vincent (TV) Martin Cottle (MC), Rob Giles (RG)

Apologies: Merv Rees (MR), Amy Haughton (ACH), Mike Bailey (MB),

Minutes of last meeting

All okay

Regular Users Feedback and bookings:

Parish Council: nothing to note

WI: nothing to note

Tai Chi: nothing to note

Ladies Skittles: 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: nothing to note

Pilates: nothing to note

Rock and roll: nothing to note

Tea Dance: booking extra hours

Archery: nothing to note

Boot Camp: Saturday morning

Maintenance

- Trees – TV and VD have both spoken to Tim Hipkin and he is planning to get last of the work done.
- Weeds – Done but grown back and TV to do another tidy.
- Electrics – JD has been in to fix one light.
- Gap under firedoor. SC and VD to investigate after meeting.

Finance

Report provided by Katherine Moore for October. Bank balance is very healthy – started with 18k and finished with 20 K – all fine. Katherine has found out that Natwest have lost forms concerning signatories and Amy and Mike are not formally recognised despite having been into the branch at Chippenham. AH asked the committee whether we should change from Natwest given that they have been cashing cheques with AH and MB's signatory.

AH is organising for MB, herself and Katherine Moore to be added as signatories – VD signed forms as Chair of the committee. AH said that this is still an issue and she will try to organise to go into the branch at Chippenham with Lucy Key to sort this out. Katherine is looking at other banking options.

Insurance – AH said that this is all sorted out and Katherine has ensured the paperwork is done.

SC noted that the water was expensive – AH will check with KM about the reading and bill and that the water company are charging correctly. MB said he would check the meter reading. It is thought that the high bills may have been due to toilets leak which is now fixed.

Air conditioning – RG said that he thinks all the conditioners need to be run all the time because otherwise the machines cannot cope. So stage machine needs to be on – all the groups need to be informed.

TV asked whether the committee would support the local tree planting group by allowing the finances (expected to be relatively small amount) to pass through the Village accounts. The committee agreed to this in principle and AH will ask Katherine if she is okay with this.

200 club – 4 or 5 numbers left. SC will ask Amy to put a note on the facebook group.

October

Felix Oxley
Mike Stratford
Claire Johnson
Sally Hawkins

Health & Safety

- Nothing to report, quarterly check due next month. Outstanding from last check:
 - MR to paint emergency exit steps.

Website updates

- Weddings – it was agreed to take this off the website due to the difficulties. The committee said that wedding venue requests from within the village would be considered, but not to advertise this service.

Any Other Business

- The Hub – AH to speak more to Elizabeth.
- John Drummond to put up projector screen in main hall.
- Mouse racing – booked for 21st March. Paid for.
- Fireworks:
 - Letters to emergency services done
 - AH said that KM has looked into insurance for fireworks – due to be on 2nd.as above
 - MB is looking to order new tape and possibly posts and gas bottles.
 - Food dealt with.
 - Float – AH to speak to Lucy to check and Katherine will sort this out.
- Pregnant pilates class also starting from tomorrow and booked in for 5 weeks.
- Weddings – SD and VD said that they are particularly difficult and it was agreed to avoid bookings.
- SD and VD away for 2 weeks – VD thanked Gina for holding the diary.
- VD also thanked Mike Bailey and Martin for repairing the roof and clearing out the guttering.
- Carol concert – 7th Dec. VD has booked the front page of the magazine.

Next Meeting

AGM to start 7.30 Thursday 14th November followed by -
Committee meeting – 8pm in the Village Hall Committee Room.