

# Broughton Gifford Village Hall Management Committee

## Minutes of the Meeting Held on 19/11/15

**Present:** Amy Harland (AH), Sylvia Davis (SD) Tom Vincent (TV), Rob Giles (RG), Mike Bailey (MB), Vince Davis (VD), Merv Rees (MR), Simon Filipowicz (SM)

**Apologies:** Sue Jacobs (SEJ) Mark Sullivan (MS), Sue Jeffries (SJ), Lucy Key (LK),

### Minutes of last meeting

- All okay

### Christmas Party

Simon F attended to let the committee know about the Christmas part on 19<sup>th</sup> Dec. Party was done for the village last year and the idea is the same - there won't be food however Alex is providing the bar and Simon said that he will ensure this is sorted. Simon said that he will organise people to run the door and the hall is booked for the day. 7.30 start and music from 8. Discussion was had about hiring cost and it was agreed to just have the village charge for the evening so that money raised can go the causes decided on by the bands. Simon will complete form from the website. RG stressed that it is important that the fire door by the bar should not be left open due to noise nuisance problems. SD and VD said that the booking the next day starts at 11 so kit and clean up needs to be done by then.

### 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

### Maintenance

- Manhole problem has returned - unblocked last week and Gerald has fixed it this week. Work progressing.
- Kitchen leak - RG asked if the overflow can be fed into the sink so that any leaks can be seen - MB to ask Gerald to do this.
- MB has replaced lock on bar external door - all fixed.
- New lights are up outside - one still to be done.
- Taps replaced in the kitchen - wrong way round MB to follow up.
- Floor covering - VD has looked into a lacquer coating and will look into a price after fireworks.
- MB said that he did a few gutter repairs whilst decorating the outside. SD said that there is some dampness in the wall and MB will check gutters again.
- Car park - It was agreed to have another go on Sunday.

### Finance

Report for October - Income includes fireworks sum and over £10K extra on accounts. All in good shape.

200 club - ready to do Oct and Nov draw.

**Oct - Mr M Buckland**

**Lesley Holdway**

**Lucy Lewis**

**John Drummond**

**Nov - Victoria Gingell**

**Katie (9 Newlease Park)**

**Ron Holdway**

**Mr C Dell**

### Health & Safety

SEJ - said she has updated the risk assessment.

Checklist -

- No ball games sign is broken - RG to do.

### Fireworks

Date for organisation meeting - Thursday 15<sup>th</sup>

- MR said that there was a problem with the parking - sheer volume and pressure of numbers. There was a suggestion of using some of the older scouts. MB said that there should be a follow up meeting to review the event.
- Funds distribution meeting - Monday 23<sup>rd</sup>, 7pm at Village Hall.

### **Any Other Business**

- Christmas decorations plan to put up on 26<sup>th</sup> from 2pm - need new lights and it is needed for the market on the 29<sup>th</sup>. VD suggested a new tree
- Floor - One quote £3.9K + (in 2 weeks), other quote £2,400 (5 days) - It was agreed to go with lower quote.
- EF asked if there was anything else needed on the website - SJ suggested new pictures once the decoration is done - SEJ to ask Steve if he would do pictures - awaiting outside decs.
- Hub - MS has scanned documents and to email all to RG - RG to arrange upload to Hub.
- Reviews for the website - LK asked if this can be added to the internet.
- Christmas concert - 12<sup>th</sup> Dec - all organised and VD will organise bar.
- Mouse racing - need to chase for a date in November - SJ to do.

### Next Meeting

10<sup>th</sup> Dec 2015 at the Village Hall - 8pm start