

# Pavenham Village Hall & Playing Field Committee

Reg Charity Number 300055

## Minutes from a Meeting of the Management Committee held via Zoom on Tuesday 10<sup>th</sup> November 2020 at 7.30pm

### Present:

Dave Smith (in the chair), Jill Smith, James MacDonald, Nathan Baker, Peter Sharpe, Bernie Sharpe, John Stamford, Gill Smith, Andrew Senior (from 20:15), Gareth King, Neil Blakemore

### Apologies:

Carol Jenkins.

### 1. Approval of Minutes/Action Points of last meeting held on Tuesday 8<sup>th</sup> September 2020 at 7.30pm

- The minutes of the last meeting were agreed as a correct record of the proceedings.
- Proposed by Jill Smith and seconded by Nathan Baker.

### 2. Matters arising from Previous Minutes

- JS will put a piece in The Villager mentioning the vacancy for a secretary. **Action JS**
- James MacDonald has been undertaking the weekly fire safety and monthly play equipment, fridge and first-aid and accident checks
- The cleaners are coming in after the football but Dave has since contacted Sharon to say that football is suspended until 2 December.
- Dave has not looked at the heaters or guttering but has repaired two of the rails between the car park and the football pitch. **Action DS**
- Peter said the thermostat on the low-level heater by the changing rooms should be set to 5 deg. to keep the chill off. **Action DS**.
- Dave said a 'tidy up' session was needed at the hall and suggested waiting until the end of the lock down. This was agreed and would take place on Saturday 5<sup>th</sup> December at 10am. The intention is to trim some bushes, sweep the car park. PS intends to bring a JCB to dispose of waste. DS also to contact volunteers who have already come forward. NB offered to take away leaves.

### 3. Chairman's Report

- DS suggests that the VH will remain closed until after Christmas. This was agreed.
- Redecoration – this is still in progress.
- Dave will arrange for the cleaners to come in to clean the hall after football sessions.
- Dave has identified a wasp nest in the wall, vacuumed them up and is waiting for them to die off.
- DS has received a suggestion from BBC, via the Parish Council, to set up a glass recycling facility in the VH car park. DS said the income generated could be around £350 pa but has concerns over the loss of car park spaces, impact on the appearance of the hall, glass waste and potential fly tipping. It was agreed not to accept this proposal. **DS to respond to the Parish Council**

#### 4. Treasurer's Report

Current Account Balance = £3,438.34;

Deposit Account = £15,433.22

PS suggested the VH may be eligible for a second govt. grant. **Action : GS to follow up.**

#### 5. Secretary's Report

- Nothing to report. Current vacancy.

#### 6. Covid-19 impact on hall availability

The hall will remain closed until the next meeting.

#### 7. Major Projects Update

- Nothing apart from on-going re-decoration.

#### 8. Maintenance

- Largely already covered. DS has removed loft insulation below the shower pump to allow heat to rise from the changing rooms and increased insulation around the pipe work serving the shower pump. PS suggested turning the thermostat up to compensate for cold weather when it is forecast.

#### 9. Hall Bookings + rates

- DS has tried to simplify hall pricing and invited feedback. GS had some concerns about some of the prices. It was decided that DS and GS would get together to decide a new pricing schedule and this will be presented at the next meeting. **Action DS & GS**

#### 10. 200 Club

- PS plans to chase up those who have not paid their subscriptions. Around 100 numbers have been paid for through standing order and he suggests half the money collected is kept for prizes and half goes to the VH. PS also suggested holding four draws a year, as opposed to one per month. There will be no draws before the end of the current lockdown. PS needs a draw verifier so will contact someone when the weather is good and they can visit his farm to observe the draw. **Action PS**
- NB offered to distribute any correspondence by hand.

#### 11. AOB

- Commemorative tree – Helen Brown to be invited to come along to the VH tidy up session on 5th December. **Action JS**
- Footpath signs – it was preferred to put the sign on the road side of the hedge by the entrance near the children's play equipment.

#### 12. Date of next meeting

Confirmed as Tuesday 12<sup>th</sup> January 2021 at 19.30.

There being no other business the chairman closed the meeting at 21.00 pm and thanked everyone for attending and for their invaluable input and support.

**Chairman .....** **Date .....**