

Pavenham Village Hall & Playing Field Committee

Reg Charity Number 300055

Minutes from a Meeting of the Management Committee held via Zoom on Tuesday 11 May 2021 at 7.30pm

Present: Dave Smith, Jill Smith, Gill Smith, Neil Blakemore, Carol Jenkins, Bernie Sharpe

Apologies: Gareth King, Nathan Baker, Fiona Rodgers, Peter Sharpe

1. Approval of Minutes/Action Points of last meeting held on Tuesday 16 March 2021 at 7.30pm

1.1. The Minutes of the last meeting were agreed as a correct record of the proceedings. Proposed by Jill and Seconded by Carol.

2. Matters arising from Previous Minutes

- 2.1. The temporary repair to the leak in the village hall roof seems to be working. A permanent repair is still needed.
- 2.2. Dave has put moss into the hole in the wall and this appears to be stopping the wasps from entering.
- 2.3. Dave is trying to locate the fire risk assessment
- 2.4. Dave has not yet re-installed the car park perimeter bollard by the basketball goal.
- 2.5. Dave has sorted the netting to the rear of the goal and hopes there will be no problems with the impending RoSPA inspection.
- 2.6. Dave has not re-installed the white board in the home changing room yet.
- 2.7. Dave has not heard anything from Gareth about his views on the render at the gable end wall.
- 2.8. The nettles to the rear of the village hall have not been sprayed. Neil said he would try to spray the nettles.
- 2.9. Dave has put a video of the hall and electronic calendar onto the website. He has entered the cricket club dates.
- 2.10. Nathan is thinking of having a 'Grand Opening' of the new clubhouse on 10th July.
- 2.11. Peter put an entry into The Villager about the 200 Club.

3. Chairman's Report

- 3.1. Dave has entered every weekend as being booked. As we don't have a booking secretary, being able to handle external bookings is difficult.
- 3.2. There is a potential booking for 17th July and Carol said she would cover this hire as Dave is away. It was agreed that Dave would let Carol know what is involved and other committee members will also attend if they can.
- 3.3. Something still needs to be done on the fire risk assessment and also PAT testing.
- 3.4. The cleaners are now cleaning again.
- 3.5. Dave would like to clear out the storage cupboard and there is e.g. a BBQ and air hockey table. Nathan will take these. Sue Blackman from The Cock has offered the skittles table and Nathan says they could put it in the new clubhouse if there is room.
- 3.6. Jill will obtain a price for a replacement notice board.

4. Treasurer's Report

Current Account Balance = £25,727.84 Deposit Account = £15,434.12

4.1. Wave Utilities has forwarded the water bill issue to Anglian Water.

5. Secretary's Report

5.1. Nothing to report.

6. Covid-19 impact on hall availability

6.1. We are looking at opening the hall up.

7. Major Projects Update

None running at present apart from the Cricket Club's new clubhouse, which is progressing well.

8. Maintenance

8.1. Dave has been forwarded an invitation by the Climate Change Fund (CCF) to submit an application for funding for energy saving measures. They offer to pay 50% of installation costs and we would aim to seek the remaining funding elsewhere. The hall would require an EPC for which the CCF will pay half. Dave will get an EPC assessor for a quote.

9. Hall Bookings + rates

9.1. Dave has started to populate the electronic diary with table tennis and WI bookings. We have received an enquiry for 14th August (but hasn't done any paperwork for this) and c. 26th June, 14th August and 17th July. Dave will send paperwork to Gill. Agreements are needed for tennis (to be £333 this year) and cricket clubs (£890).

9.2. Dave has implemented a policy of not allowing an external booking at the same time as a village booking – this reduces the risk of car parking and other problems.

10. 200 Club

10.1. No update as Peter not present.

11. AOB

11.2. David Cox has removed his painting equipment.

11.3. Carol proposed an idea of a get-together at the village hall, in lieu of the pub being open, on Friday 27th May.

11.4. Bernie said the Fellowship and Whist Drive group might re-start July at the earliest.

The meeting ended at 20.31.

12. Date of next meeting – July 6th at 7.30pm.

Chairman **Date**