

Pavenham Village Hall & Playing Field Committee

Reg Charity Number 300055

Minutes from a Meeting of the Management Committee held via Zoom on Tuesday 6 July 2021 at 7.30pm

Present: Dave Smith, Jill Smith, Fiona Rodgers, Carol Jenkins, Peter Sharpe, Bernie Sharpe, John Stamford, Gareth King

Apologies: Gill Smith

1. Approval of Minutes/Action Points of last meeting held on Tuesday 11th May 2021 at 7.30pm

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

2. Matters arising from Previous Minutes

- 2.1. The roof leak repair to be started after the cricket club building has been completed
- 2.2. The car park perimeter bollard has not yet been re-installed and unfortunately has vanished (temporarily?)
- 2.3. Gable end wall: Gareth reported it needed to be smoothed over and painted. Dave Smith to contact Dave Cox re this work
- 2.4. Nettles spraying: Neil completed this
- 2.5. Cricket club house grand opening: possibly delayed until 14th August. However, Dave Smith has a booking already for that date so will contact Nathan Baker to discuss
- 2.6. There is still no Bookings Secretary
- 2.7. Jill has obtained a quote, £775, for a new notice board. Discussion re recovery of VAT. Peter reported that the Parish Council could legitimately pay the bill and recover the VAT so long as their own funds were used. AGREED we would want to buy the notice board but the Parish Council to be contacted to clarify the VAT issue. Jill will report back on this.
- 2.8. Facebook page for the village. Carol suggested one would be useful. Dave said it already exists and will forward the link to Carol. There was a discussion about a Friday evening occasional outdoor get together at the village hall while the pub is closed.

3. Chairman's Report

- 3.1. The booking for 17th July is now cancelled as there is cricket that day.
- 3.2. There has been an enquiry from British Gas re accessing the feed-in meter to do a confirmation reading.
- 3.3. The hall fire risk assessment hasn't been found. Dave will contact Debby Horsman.

4. Treasurer's Report

- 4.1 Dave will ask Gill to forward latest Accounts balances.
- 4.2 There is no update on the water bill dispute with Wave Utilities.
- 4.3 Account balances were: Deposit Account - £15,434.38. Current Account - £26,543.10.

5. Secretary's Report

Nothing to report.

6. Covid-19 impact on hall availability

6.1 There was an event at the hall a week ago the previous Saturday and an exercise class is due to start on the 8th July for 4 weeks from 6.00 – 8.00pm. Discussion about who would open and close the hall for these. Dave to do the first and fourth and Carol and/or Peter/Bernie to assist for other dates.

6.2 WI back on 8th July. Tables for 6 persons to be used.

7. Major Projects

None – the new Cricket clubhouse is being built by the cricket club and is separate.

8. Maintenance

8.1 Dave had obtained an EPC which showed that the hall has a rating of D. This compares well with a newly built premises which could only reach a B rating.

8.2 Dave makes whatever repairs are needed as and when. The post to the left of the basketball goal on the edge of the car park still needs to be re-installed when it is found (see 2.2).

8.3 A general tidy up is needed around the hall and car park. AGREED this to be done on Saturday 31st July, starting 10.00am. Carol to put details on Facebook page. Peter can bring tractor and trailer if needed. Hedge height to be kept at c1 metre.

9. 200 Club

9.1 Peter reported that 207 people had been contacted. 20 people, representing 32 numbers have yet to pay and are outstanding. Bank Statement, to be received later in week, will allow Peter to confirm exactly what is outstanding and which people need to be contacted. That task to be split among three people - Peter, Carol and A N Other? Prize money to be offered can then be assessed/agreed.

9.2 It was noted that Debby Horsman mentions The 200 Club in her Welcome Pack.

10. AOB

10.1 John S asked if Dave Cox had done all the jobs. Dave said no, but he had done the changing rooms, just the main hall and committee room to do but this will not be possible with the hall open..

10.2 Gareth informed the meeting that Stevington FC will hold their AGM on the 8th July

The Meeting ended at 8.21pm.

11. Next Meeting – will be 7th September, 7.30pm, at the Village Hall.

Chairman **Date**