

# Pavenham Village Hall & Playing Field Committee

Reg Charity Number 300055

Minutes of Meeting of the Management Committee held at the  
Village Hall on Wednesday 1<sup>st</sup> June 2022 at 7.30pm

**Present:** *Dave Smith, Jill Smith, Debby Horsman, Bernie Sharpe, Gill Smith, Fiona Rodgers*

**1. Apologies:** *Jon Abbott, Peter Sharpe*

**2. Approval of Minutes/Action Points of last meeting held on Tuesday 22<sup>nd</sup> March 2022 at 7.30pm**

*2.1. The Minutes of the last meeting were agreed as a correct record of the proceedings.  
Proposed by Dave Smith and seconded by Jill Smith.*

**3. Matters arising from Previous Minutes**

- 3.1. Dave to follow up with Thomas regarding the Kompan play equipment and Martin Blizzard regarding the electrics.
- 3.2. Jill said that the new noticeboard is awaiting collection from Metrosigns in Bedford. She is awaiting a cheque from the parish council as it is being funded through the PC's annual grant to the village hall.
- 3.3. Jill said that she has collected the salt/grit bin from the supplier in Wellingborough. This has been funded through Jon's Ward Fund - thank you to Jon. It will be installed when Peter is available as he has some salt/grit that should be put in it.
- 3.4. Carol has not confirmed whether or not she has cleaned the play equipment.
- 3.5. Jon has done the play equipment inspection
- 3.6. Dave has not done anything regarding the two heaters. He would like to repair the heater in the main hall if he can source a spare part.
- 3.7. Dave has not progressed the transmission of Covid by air monitors. It was decided that this was no longer required.
- 3.8. The organisation of the Jubilee event on 5<sup>th</sup> June is in hand. The cricket club is doing afternoon teas and Peter Wood (from The Cock) will do a hog roast.
- 3.9. 200 Club - Peter Sharpe is trying to provide wording for the Minutes but this is proving to be difficult. Carried forward.
- 3.10. Ian McKenzie is still investigating sources for funding for the repairs to the changing room roof.
- 3.11. Dave has raised the issue with Thomas of the chestnut fencing along the side of the playing field.

**4. Chairman's Report**

- 4.1. We still need a booking secretary and Dave is fielding enquiries.
- 4.2. The monthly play equipment checks are being undertaken. (Jon and Peter?).
- 4.3. Dave is still seeking grant funding (through Ian Mackenzie) for the village hall roof. The National Lottery is being considered as a potential source.
- 4.4. Dave is to review the fire risk assessment.

- 4.5. Gable end wall requires repair and stabilising and re-painting. It was decided to progress this repair.
- 4.6. The ladies' toilet seats are behaving themselves.
- 4.7. The car park fencing still needs fixing but Dave has removed wood that was insecure.
- 4.8. Stevington FC has folded and no football club is currently booked to use the football pitch. This may help the goal mouth grass to recover. Nathan has suggested a grounds review of the playing field area being offered through the English Cricket Board and it was decided that this is a good idea. The fee will be paid by the village hall. It was decided not to cut the grass on the mounds
- 4.9. Bookings are trickling in. The Ouse Valley Arts Society have asked if they can hold a monthly Tuesday evening meeting and representatives will meet Dave on 10<sup>th</sup> June.
- 4.10. Gill asked about the entries of 'Busy' on the village hall calendar. Dave explained that this term referred to regular bookings such as junior cricket where participants are under 18.

## **5. Treasurer's Report**

- 5.1. Gill reported the current balances as follows: Current Account: £10,120.42 and Deposit Account: £30,441.27.
- 5.2. Gill has invoiced the cricket club for outstanding water usage but they are having trouble paying the money into the village hall's account.
- 5.3. Gill said that she has submitted the 2021 accounts information through Charity Commission's webpage but, as the income exceeded £25,000 because of Covid-19 government grants, it requires an additional level of reporting and also now requires a Trustees report which Dave will draft. Although the accounts have been verified, they have not been audited for the last three years and this will be required for the Charities Commission. Debby suggested a couple of people who may be able to help. Dave is to provide the name of one of the parties and Gill will follow up.

## **6. Hall Bookings**

- 6.1. Enquiries are trickling in and bookings are steady.

## **7. Major Projects Update**

- 7.1. Already addressed (see above).

## **8. Maintenance**

- 8.1. Dave is to follow up disposing of the piano.

## **9. 200 Club**

- 4.1. Peter has said that 91 participants have already paid by standing order. The committee will deliver renewal forms to other residents.
- 4.2. Peter is trying to change the bank mandate.

## **10. AOB**

- 10.1 Fiona said the table tennis club is thriving and 18 -20 people regularly attend. Around 6 -8 people attend the Thursday games club.

The Meeting ended at 8.22pm.

Next Meeting – will be held on Wednesday 31<sup>st</sup> August 2022, at 7.30pm, at the Village Hall.

Chairman ..... Date .....