

Pavenham Village Hall & Playing Field Committee

Reg Charity Number 300055

Minutes of Meeting of the Management Committee held at the
Village Hall on Wednesday 31st August 2022 at 7.30pm

Present: Dave Smith, Jill Smith, Jon Abbott, Carol Stead, Gill Smith, Neil Blakemore, Peter Sharpe

1. **Apologies:** Fiona Rogers, Debby Horsman
2. **Approval of Minutes/Action Points of last meeting held on Tuesday 1st June 2022 at 7.30pm**
3. The Minutes of the last meeting were agreed as a correct record of the proceedings. Proposed by Gill Smith and seconded by Jill Smith.
4. **Matters arising from Previous Minutes**
 - 4.1. The new noticeboard and salt bin have been collected and are stored at the village hall. These will be installed at the next tidy up day.
 - 4.2. Kompan play equipment - all actions from the 2021 and 2022 RoSPA reports have been completed.
 - 4.3. Carol has not yet cleaned the play equipment.
 - 4.4. Jon has undertaken the inspection of the play equipment.
 - 4.5. Dave has bought a new heater but not yet installed it.
 - 4.6. The Jubilee day was a great success thanks to all who were involved.
 - 4.7. Peter will send Dave a form of words needed for implement changes to the bank mandate.
 - 4.8. No action yet regarding the chestnut fencing.
 - 4.9. Dave has reviewed the previous fire risk assessment and all failings have been addressed. Dave will update the risk assessment accordingly.
 - 4.10. Dave has been unable to contact Mr Cox regarding repairs to the gable end and other maintenance issues.
 - 4.11. ECB review has taken place and it was quite positive as far as the cricket pitch and playing field is concerned.
 - 4.12. Dave has met Ouse Valley Arts Society and they intend to hire the hall for their monthly meetings.
 - 4.13. The piano has been relocated to the pub.
5. **Chairman's Report**
 - 5.1. There is still a vacancy for a bookings secretary.
 - 5.2. Kompan play equipment repairs have been undertaken and incorporated any actions from the 2022 RoSPA report. Monthly checks need to be undertaken and more volunteers are needed. For the time being, Jon will do September and Carol will do October and November.
 - 5.3. The dishwasher and glass washer still need to be serviced.
 - 5.4. The meeting agreed to a tidy up day on Saturday 12th November at 10.00am.

- 5.5. No football team uses the pitch. Dave thinks this is an opportunity to allow the goal mouths to recover. The loss of hiring income is fairly low. Neil reported a group unofficially uses the pitch for training on Wednesday evenings.
- 5.6. Insurance – Dave has provided the insurance company with information concerning re-build costs. As a consequence, the re-build cover has increased (although not the premium).
- 5.7. Sharnbrook Village Hall has contacted Dave about setting up a North Bedford Village Hall Good Neighbours Network. The first meeting is on 1st October. Dave will attend.

6. Treasurer's Report

- 6.1. Gill reported the current balances as follows: Current Account: £10,859.08 and Deposit Account: £30,446.19.
- 6.2. The cricket club payment has now been received.
- 6.3. The accounts have been audited by an independent auditor.
- 6.4. Gill said she has been scammed and we are waiting to see how the bank responds.

7. Hall Bookings

- 6.1. There have been few external bookings but more local bookings. Ouse Valley Arts Society is booked for their monthly meetings.

8. Major Projects Update

- 8.1. Dave suggested using the available reserve funds to repair the pitched roof above the changing rooms. The roof is 60 years old and fragile. A quote received earlier this year was for £17,000 or so. Jon said that the Rural Grants Affairs Committee may be able to provide some funds. Jon is to provide contact details and it was agreed that Dave would try and obtain a contribution. In any eventuality, it was agreed that Dave can progress the roof repairs without further reference to the village hall committee.

9. Maintenance

- 9.1. Nothing else to report.

10. 200 Club

- 10.1. Peter provided Carol with details of people who have not renewed their membership.
- 10.2. 153 numbers are fully paid up and the above 20 or so who have not paid.
- 10.3. Peter will resume making draws when the above numbers have been collected/clarified.

11. Trustees' Annual Report for the period

- 11.1. The Charity's principal address was amended.
- 11.2. Carol said she is the Flower Show's rep for the purposes of the form.
- 11.3. It was agreed that Dave will submit the report with the above minor amendments.

12. AOB

- None.

The Meeting ended at 8.32pm.

Next Meeting – will be held on Wednesday 2nd November 2022, at 7.30pm, at the Village Hall.

Chairman Date