

# Pavenham Village Hall & Playing Field Committee

Reg Charity Number 300055

Minutes of Meeting of the Management Committee held at the  
Village Hall on Wednesday 2<sup>nd</sup> November 2022 at 7.30pm

**Present:** Dave Smith, Jill Smith, Carol Stead, Gill Smith, Peter Sharpe, Bernie Sharpe

**1. Apologies:** Fiona Rogers, Nathan Baker

**2. Approval of Minutes/Action Points of last meeting held on Wednesday 31<sup>st</sup> August 2022 at 7.30pm**

**2.1.** Approval proposed by Carol Stead, seconded by Peter Sharpe.

**3. Matters arising from Previous Minutes**

3.1. Carol has checked the play equipment but has not cleaned it. The weather has been wet.

3.2. Dave has not yet installed the new heater but has replaced several automatic door closers.

3.3. Peter has not yet completed the bank mandate to remove Jane Roff and add Carol Stead and Gill Smith.

3.4. Dave has not reviewed the fire risk assessment.

3.5. Dave has spoken to David Cox about the car park fencing and is awaiting his response. Peter suggested a firm called Stockton Fencing.

3.6. Dave has cleaned the glasswasher but thinks it should be removed as it has a broken water heater, does not automatically replace the washing water and relies on a separate water softener which has to be manually replenished/regenerated. It was agreed that it will be removed, potentially during the impending tidy-up day on 12<sup>th</sup> November.

3.7. Car park leaves will be tidied up during the tidy-up day and shrubs cut back. Hopefully, we can also install the new noticeboard and salt bin.

3.8. Dave attended the village hall meeting at Sharnbrook Village Hall and found it to be useful.

3.9. Dave has submitted the Trustees Annual Report onto the Charities Commission website and has not received any feedback or response.

**4. Chairman's Report**

4.1. Ian McKenzie has followed up BRCC but has not received a response.

4.2. The thermostat on the hot water tank may be faulty. The safety cut out trips if the water gets too hot. Dave to investigate.

4.3. Dave has arranged for a gas safety inspection on 8<sup>th</sup> December.

**5. Treasurer's Report**

5.1. Gill said the money lost through the scam has been refunded. The current account has £12,800.86. The savings account has £30,464.38.

**6. Hall Bookings**

6.1. The picture looks healthy. Various enquiries have been made – sewing day, craft day, private parties, overnight religious events and a possible booking for Christmas Day.

6.2. There may be a New Year event and Sarah Darlow and Peter Wood at the pub are liaising.

6.3. The cricket club are planning to hold another ball on February 25<sup>th</sup>, 2023.

**7. Major Projects Update**

7.1. It was decided that we need to get on with replacing the roof before prices increase further. Dave to check with Ian McKenzie and take action.

**8. Maintenance**

8.1. Dave is to call the carpet cleaning man.

8.2. The first curtain rail on the right in the main hall cannot support the weight of the curtain. Dave is to investigate.

**9. 200 Club**

9.1. Peter is still chasing a few people who have not yet paid their subscription. This is time consuming and frustrating. There will be a draw on 12<sup>th</sup> November and it was decided to have fewer and bigger prizes. There are around 160 current participants (down from c. 230).

**12. AOB**

- None.

The Meeting ended at 20.30 pm.

Next Meeting – will be held on Wednesday, 11<sup>th</sup> January 2023, at 19.30pm, at the Village Hall.

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