

Pavenham Village Hall & Playing Field

Committee

Reg Charity Number 300055

Minutes of Meeting of the Management Committee held at the Village Hall
on 6 June 2023 at 7.30pm

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

1. Apologies

1.1. Fiona Rodgers

2. Election of officers - this was an item not addressed at the meeting held after the AGM.

2.1. Chair - Dave Smith nominated by Carol Stead and Seconded by Carole Southern

2.2. Treasurer - Gill Smith nominated by Dave Smith and Seconded by Bernie Sharpe

2.3. Secretary - Jill Smith to continue as 'temporary secretary'.

3. Approval of Minutes/Action Points from last meeting, held Tuesday 28th March 2023 January at 8.00pm

3.1. The Minutes of the last meeting were agreed as a correct record of the proceedings. Proposed by Carol Stead and seconded by Bernie Sharpe

4. Matters Arising from Previous Minutes

4.1. Carol checked the play equipment and thinks the baby swings should be replaced. The climbing-up net by the small slide looks dubious and Carol is to investigate replacing the swings with third party funding.

4.2. Dave has not done the fire risk assessment or re-hung the curtain rail.

4.3. The water safety cut out may need replaced. There was a discussion about whether or not the hot water boiler actually works. Dave to investigate.

4.4. Bank mandate - Peter will ring Carol tomorrow to obtain her bank details.

4.5. Potholes - Dave and Jill have repaired the potholes in the tarmac.

4.6. Dave has checked the showers and is happy that everything works. A plumber has attended to the broken shower head.

4.7. Dave pours a bucket of water down a ladies' toilets once a week to boost efficient flushing.

4.8. Carol is to source sanitary bins and bags for the ladies and disabled toilets and Jill is to provide wording for notices.

4.9. Dave has not yet asked Sue about representation on the VH committee. Carol has discussed it with her and she was not averse to joining the committee.

4.10. At least two solar panels are faulty. The recommendation is to replace all panels and invoicing will go through the parish council. Dave has chased and been told the panels should be replaced within the next two to three weeks.

4.11. Peter has put an entry into The Villager about the 200 Club.

4.12. Dave has followed up with the cleaners about cobwebs in the hall.

4.13. The concept of employing a caretaker was raised. Dave explained that Harrold Village Hall provides accommodation to its caretaker as part of the remuneration package. It was suggested putting a message on the village Facebook page and in The Villager to see if there was any local interest in the role.

5. Chairman's Report

- 5.1. We are still looking for a second-hand electric cooker.
- 5.2. The car park fencing needs attention and we are waiting for the appointed contractor to put bollards in. Stockton Fencing installed the existing fencing.

6. Treasurer's Report

- 6.1. £4,343.50 is in the current account and £20,599.83 in the savings account.

7. Secretary's Report

- 7.1. Nothing to report.

8. Becoming a Charitable Incorporated Organisation (CIO)

- 8.1. Dave had circulated a document about this, and the meeting thought this to be a good idea. Peter queried the hall insurance and Dave said that the committee being an unincorporated charitable trust meant that agreements with the village hall were undertaken with individual committee members. The meeting agreed that Dave should proceed by contacting a local solicitor specialising in this area to progress this.

9. Hall Bookings

- 9.1. These are fairly buoyant. Income from village hires rose from £277 in 2021 to £1700 in 2022.
- 9.2. Dave has received enquiries from a couple of Bedford football teams regarding use of the football pitch. Football requires a pitch with grass shorter than our normal length, necessitating extra cuts during the warmer winters at £125 each. Dave is minded not to let the pitch to a non-local team, and this was unanimously agreed.

10. Major Projects

- 10.1. Covered above.

11. Maintenance

- 11.1. Largely covered above.
- 11.2. Dave is to follow up the issue of barbed wire in the picket fence and its condition with Thomas Beazley.

12. 200 Club

- 12.1. Peter says 2/3 now pay by standing order and he will chase the remaining 1/3 with the help of committee members.

13. AOB

- 13.1. The committee agreed that we would buy a bunch of flowers to thank Aisling Boland for auditing the accounts.

14. Date and Time of Next Meeting

- 14.1. This will be held on Tuesday 8th August 2023, at 7.30pm, at the Village Hall.

The meeting ended at 8.30pm.

Chairman Date