

Pavenham Village Hall & Playing Field Committee

Reg. Charity Number 300055

Minutes of Meeting of the Management Committee held at the Village Hall
on 5th August 2025 at 7pm

Attending:- Dave Smith, Carole Southern, Fiona Rodgers, Carol Stead, Dawn Bashford, Anne Goodfellow, Sue Ives, Gill Smith, Jill Smith, Peter Sharpe, Aisling Coles

1. Apologies for absence : None

2. Approval of Minutes/Action Points from last meeting held on 3.6.2025.

2.1 Nominated by Carol Stead, seconded by Jill Smith.

3. Matters arising from Minutes

3.1 Dave has chased Declan on the Risk Assessment.

3.2 Peter to follow up with the company doing the work for the fencing. We need a proforma invoice. The quote was discussed. Dave will speak to Rosemary re paying for the materials. Should be VAT free. Peter to buy post concrete.

3.3 Re Vicki's secondhand commercial cooker – asking price is £535. Replacement parts should not be a problem. Funds would come from VH funds. We would need to get it safety checked before we buy. Peter Wood at The Cock would install the 3 phase supply required and connect the cooker for free.

After some discussion it was unanimously agreed that we should not buy Vicki's cooker and investigate further purchasing a new one. Cost likely to be £2,000 +. Aisling will look at grants to cover the cost. The Rural Grant would need to be applied for through the Parish Council. We would hope to include a dishwasher in the application.

3.4 Dave still to put the EDI on to the website.

3.5 Dave to contact Nathan to resolve the cricket clubhouse electricity supply issue.

3.6 There was some discussion about how to best use the donation offered. It was agreed we would like to put it towards the new cooker. Dave will ask the donor if this is acceptable.

3.7 Nathan still to repair the damage to the wall outside the changing rooms.

3.8 Regarding the occasional slippery floor in the main hall, there does not seem to be a reasonable answer. The Table Tennis Group could be advised they may need to change their footwear to prevent slipping.

4. Chairman's Report

4.1 Ian McKenzie is currently working on the CIO.

4.2 Dave has temporarily repaired the broken footplate on the gym equipment. It will need replacement bolts / screws.

4.2 Planking on the multiplay. Dave has reversed the wood temporarily but it will need replacing.

4.3 Redecoration of the Hall has been completed. Guy has done an excellent job. The cricket board has been moved to the Clubhouse from the Committee Room. Full size kickplates will be put on all the doors to help prevent damage and a protective corner installed on the wall adjacent to the hall entrance doorway.

4.4 ROSPA Report. The equipment is safe with just one or two minor jobs to be done.

5. Treasurer's Report

5.1 Gill Smith reported that the Current Account stands at £12,025.92 and the Deposit Account at £16,080.16.

4. Secretary's Report

Nothing to report.

5. Maintenance

5.1 Hot water had tripped out yet again. Dave was able to reset it. This trip out was possibly due to the immersion booster for the changing room showers being used. We need to keep monitoring it.

5.2 Thanks given to Dave for all his hard work on the maintenance of the Hall.

6. Hall Bookings

6.1 We seem to be getting more bookings, including more Village bookings.

7. 200 Club

7.1 Peter to finish this year's renewals and then will arrange handover to Carol, hopefully before the end of the year. Bank mandate is done. Carol will move the 200 Club bank account to on-line banking. Gill Smith agreed to assist Carol with running the Club.

8. Any Other Business

8.1 No other business.

9. Date and Time of Next Meeting: Tuesday 7th October 2025 at 7pm.

Chairman **Date**