

Pavenham Village Hall & Playing Field Committee

Reg. Charity Number 300055

Minutes of Meeting of the Management Committee held at the Village Hall on 10th February 2026 at 7pm

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

1. Apologies for absence : Carol Stead

2. Approval of Minutes/Action Points from last meeting held on 09.12.2025.

Nominated by Jill Smith seconded by Sue Ives.

3. Matters arising from Minutes

3.1 Risk assessment not yet received from Declan. Dave to chase up.

3.2 The new cooker and dishwasher have been delivered as well as the new cups etc.

3.3 Cricket club electrics have now been sorted and damaged wall repaired and repainted.

3.4 Re Licence Extension for tennis court land. Peter has looked at the paperwork and is happy that this is satisfactory.

3.5 The emergency lighting issue has been dealt with by Blazequel.

3.6 Pumped effluent system in the ladies toilets has been causing problems. The maintenance company have checked this and some valves need to be replaced and other work needs to be done to resolve. Dave is awaiting a proposal from them and suggested we should have the work done which could cost around £600-700. All agreed to approve a spend of up to £1000.

3.7 Dave has yet to speak to tennis coaches re parking in the disabled bays.

3.8 Ian McKenzie continues to work on the CIO documentation.

3.9 Dave has replaced a light bulb, but more need to be checked and possibly replaced.

4.0 There was a good attendance at the Hall tidy up day. Dave thanked all those who came to help.

4. Chairman's Report

4.1 New hire charges have been implemented as agreed.

4.2 Dave has removed car park bollards and has cleaned and stored them. He will clean out the holes of debris.

5. Treasurer's Report

5.1 The Current Account is £5978.53; deposit account £16170.54.

5.2 We need to find new Auditors. Dave will ask Andrew Young.

5.3 Gill has put the new purchases into Assets.

6. Secretary's Report

Nothing to report.

7. Maintenance

7.1 Mostly covered previously.

7.2 We consider replacing the flat roof as it was done many years ago. This could be quite expensive and it was suggested that we should investigate funding and also do some fundraising events to cover the cost. There may be a contractor who lives in the village who may be interested in doing the work. It was felt it would be worthwhile to get the existing roof looked at first to assess its condition. Dave will ask Roy Betts, who has done some previous repairs, to have a look.

7.3 It was mentioned that the heating is not very efficient, particularly in the main hall and we should consider what we should do about this. We should also consider any other large jobs that may need doing and plan for them.

7.4 Dave to speak to Peter again regarding the wiring and installation of the new cooker and dishwasher.

8. Hall Bookings

8.1 No external bookings for the next few months. But we do have some villager events booked.

9. 200 Club

9.1 Peter has not yet handed this over to Carol but he has done the January draw and the results will go in the Villager.

10. Any Other Business

None

11. Date and Time of Next Meeting: 14th April 2026. 7pm for the AGM followed by the Committee Meeting.

Chairman **Date**