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| aA logo for a village hall  Description automatically generatedCommittee Meeting Minutes2nd September 2024 |

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| **Member** | **Position** | **Inits** |
| Peter Gieler | Acting Chair / Trustee | PG |
| Jasper McGuire | Acting Secretary | JM |
| Roland Wales | Treasurer | RW |
| Angus Idle | Residents Association | AI |
| Andrew Flint | HAGA | AF |
| Bev Beveridge | Climate Group | BB |
| Bob Cook | Grounds | BC |
| David Hilling | Resident | DH |
| Diana Gibbons | Valley Players / Trustee | DG |
| Graeme Card | Trustee | GC |
| Graham Hall | Football Club | GH |
| Louise Jones | Shop Rep | LJ |
| Lisa Thyer-Jones | Resident / Play Park | LTJ |
| Natalie Wilson-Jones | Booking Secretary | NWJ |
| Paul Cooper | Art Group | PC |
| Richard Adams | Resident / Tech | RA |
| Sam Morris | Trustee | SM |
| Steve Smith | Trustee | SS |

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| **Item** | **Minutes** |
| Welcome | Committee meeting opened by BB @ 8pm |
| Apologies |  Diana Gibbons, Peter Gieler, Lisa Thyer-Jones, Louise Jones and Natalie Wilson-Jones |
| Playground | * The playground update has been completed thanks to LTJ!
* Some feedback received which BB will discuss with LTJ:
* Flying saucer is loved!!
* 3 swings: 1 big and 2 smaller ones, no baby swing. Can we look into swapping one of the seats out for a baby swing, or add an additional swing?
* Kids saying the new slide is not challenging enough – suggest an additional slide down the bank
* LTJ gave JM money collected for the playground. PC will count, bank and transfer to the Bank Account as we don’t handle cash.
 |
| Car Park | * Not had the heat that gave concern to anticipated curing problem
* BC has been taking the bins out to save the bin vans from needing to enter the property – will start to stop when the weather cool
* BB suggested: in the future looking into putting a better handrail for the steps;
* Also discussed the possibility of a ramp - the steps are jointly owned by HVVH and the PC
 |
| Health & Safety | * BB asked if there is any further communication needed with the H&S advisor?
* BB to ask if there is any need to from her side.
* Quote for fire-proofing the curtains, inc taking down, dry cleaning and spraying curtains with fire retardant: £1,309 inc VAT
* Q: How long is it valid? Not listed in the notes by BC
* BB suggested to get new quotes for curtains, which were quoted of £6,000 a number of years ago
 |
| VH Christmas Bazar | * Taken forward to next meeting – BB will talk with DG tomorrow
 |
| Chairman’s / Trustees’ Report | * PG unavailable for personal reasons – apologies given
* Trustees yet to meet since summer break
 |
| Secretary’s Report | * The annual Charities Commission submission has been submitted to them on time
* Buildings Insurance has successfully renewed for the third of a three-year deal with our broker
* Hunt for higher Trustee Indemnity continues: Either you have to get full buildings insurance for consideration, or the value covered is much lower than the current amount.
* PRS license has been renewed for another year.
* Q: Do we have security camera insurance – It appears not. JM to follow up.
 |
| Treasurer’s Report | * See full report in the addendum of this document
* May go above the threshold of paying VAT within the next few years – even though we’re a charity
 |
| Booking Secretary’s Report | * See full report in the addendum of this document
* Feedback from the committee: Brilliant work!
* Need to reinforce the staying in the building rule – party spilled to the car park
* Q: Are they covered by insurance if they spill out into the carpark?
* Key safe box: the combination can be changed – it has been by users. Need to replace both the boxes for ones with override key – Approved by the committee
 |
| Grounds Report | * Front and back has been treated with seeding and we are awaiting a date to further treat and spike both pitches when the ground is a bit softer. I will explain in a bit more detail at the meeting .
* BB asked about the other side of the field that has been mowed outside of the requested area – GH confirmed not them, it was someone else.
* There is going to be a problem with the hedge that is just ivy that is going to fall over at some point. AF will own that, and BC will carry on keeping tidy.
 |
| Christmas Tree Report | * See full report in the addendum of this document
* Semi-mature trees was planned to replace the Christmas tree, not a fir
* Cost can be hundreds to thousands due to transporting and digging a hole
* Therefore, suggesting is to string lights on the Beech by the gate; no need to shape – was pruned a year or so ago
* Committee consider this to be a very good idea - If it works – great – if not, it’s not paid money
* We can put a succession tree for years down the line where the old tree was
 |
| HVVH AGM Date | * PC asked will the HVVH AGM happen in December or January?
* The Committee favoured January. JM to check with PG.
 |
| Locking the car park | * Unsavoury people are in the car park at night – BC suggested locking the gate every night
* Run it for a while then relax it
* BC has had to ward people off and has had one confrontation
* Hirers in the evening won’t want the gate closed & Shop opens early
* Can we have a rota for locking unlocking?
* Need to make it clear we do have CCTV
 |
| Football Club | * Health and Safety is better now the update of the “Pavillion” work has been done, e.g. security lights.
* Looking into the doctors surgery as a carpark to lighten road parking on busier days
* Q: Why is the car park is very full on Tuesday Evenings - BB and GH will investigate as pitch is used
 |
| Tech | * Still struggling to get any Facebook administration
* Full access to website, and still working on emails
* Wireless and CCTV is undocumented - RA to work with BB to document and upgrade
 |
| VH Charges | * PG requested to talk about raising charges.
* RW will talk with PG as charges appear to be in charge with the same in the area.
* BC: Deposit – there is an issue because BC is coming in more often to sort the items – RW agreed, perhaps we should be applying penalties more to reset the halls
* BC bills hours and that can be accurate – so need to decide how we value and what kinds of charges, e.g. 50% as a start.
 |
| HAGA | * HAGA is ticking over
 |
| Conservation Group | * Conservation Group is working long last due to decent weather
* Things are looking lovely
 |
| Water Leak | * Investigations with insurer’s plumber proved no leak in the carpark
* Not Shop nor Football Club
* Could be urinals or hanging baskets that have been using water to the excess
* BC has put fixes in for both and will monitor
* No claim made on insurance. BC put £100 of own money in and received refund.
 |
| Kerry as Trustee | * Kerry said no for now – ask in 6 months
 |
| Fire Alarm | * If the fire alarms go off then just go to the assembly point
* Processes need to be better documented as BC or NWJ get phone calls if the alarm goes off – not obvious who to ring
 |
| Lights Left On | * Hall Lights left on again, and doors open by an art group (not PC’s) who are elderly and can’t figure out the lights
 |
| AOB | * New email address for Roland – JM to send email to the committee
* New lights by drama group are not wired legally – will look into the cost and the drama group are to pay
 |
| Next Meeting | * Monday 1st October 2024 @ 8pm
 |
| Meeting Closure | * Meeting closed at 21:45 by BB
 |

# Addendum

*Embedded documents may require full Microsoft Word to open them.*

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