

Broughton Playing Field and Village Hall Association Committee Meeting
MINUTES of meeting: 13/6/2022

Present: Clive Gresham, Chair (CG), Andrew Tempest (AT), Gaynor Ireland (GI), Bryony Gates (BG), Gill Nottingham (GN) Pat Scouse (PS), Barry Steptoe (BS), Don Harper (DH), Ros Gresham (RG), Barbara Zutshi (BZ), Ravi Zutshi (RZ), Sarah May (SM)
Observers: Emma Smyth (ES) Judith McQuaid, Ruth Stanway Woodings (RW)

Apologies:

Quorate: Yes

Item No	Agenda Item	Agreed Action	Owner	Date
1.	Welcome & Apologies.			
2022/112	Welcome to new Committee members Gill and Sarah			
2.	Minutes of Meetings held – 13 June 2022			
2022/113	CG will amend a mistake and minutes will be signed.			
3.	Matters Arising			
2022/114				
4.	Outstanding Actions List			
2022/115	The following items on the actions list were completed 2022/024 2022/030 2022/099 2022/101 All other matters are being actioned or moved to the next meeting.			
5.	Treasurer's Report			
2022/116	Treasurer's report was circulated via email prior to the meeting			
6.	Fundraising and Events			
2022/117	Clive to circulate via email the logo for recyclable glasses for Village Show. Pot Belly Brewery have agreed to provide the beer for the show free of charge in return for their logo on the glasses			
7.	Bookings			
2022/118	REGULAR BOOKINGS A few cancellations			
2022/119	OCCASIONAL BOOKINGS Healthy, a little quieter Scouts have a car wash on Sun 19/6 to fundraise for Ukraine Committee agreed to waive the hire fee for this event.			
	User updates/feedback			
2022/120	Under 5's All good			
2022/121	Bowls All good			
2022/122	Scouts Holding AGM on 13/7 via Zoom. Would like a VH representative to attend if possible.		BG,BZ	
8.	Projects Update			

2022/123	To be covered at next meeting			
9.	Premises			
	Estate & Maintenance report			
2022/124	4 new keys to be cut for disabled toilet in hall		RZ	
2022/125	Toilet seat loose		RZ	
2022/126	The hall chairs are due to be replaced, costs as follows 120 chairs £3145 or 100 chairs £2600 There are a few tables that also need replacing- Will discuss further at next meeting			
2022/127	New notice board approx. £202-£223 will discuss further at next meeting			
	Health & Safety			
2022/128	H&S review has been changed to annual from biannual			
2022/129	More loose slabs in footpath		RZ	
2022/130	Tables, chairs and baby changing units to be checked monthly	Monthly check	RG	
2022/131	Accident book in foyer is a potential data protection issue as personal information is recorded in it. BG to check with ACRE if it is a requirement to have the book	Check with ACRE	BG	
2022/132	Yellow markings on speedbumps need to be repainted		RZ	
2022/133	Larger notice on the door from Meacham room to changing room to stop chairs being stacked in front of the door		RZ	
10.	Any other business			
2022/134	RG mentioned that the position of Vice Chair was not decided on at AGM. Will discuss at next meeting			
	Meeting closed 21.34			