

## Broughton Playing Field and Village Hall Association Committee Meeting

### MINUTES of meeting: 12/9/2022

**Present:** Clive Gresham, Chair (CG), Andrew Tempest (AT), Gaynor Ireland (GI), Bryony Gates (BG), Don Harper (DH), Ros Gresham (RG), Barry Steptoe (BS), Ravi Zutshi (RZ), Pat Scouse (PS) Gill Nottingham (GN), Sarah Elliott (SE), Simon Aston (SA)

Observers: Emma Smyth (ES)

**Apologies:** Barbara Zutshi, Judith McQuaid

**Quorate:** Yes

Item No	Agenda Item	Agreed Action	Owner	Date
1.	<b>Welcome &amp; Apologies.</b>			
2022/185	Barbara and Judith			
2.	<b>Minutes of Meetings held – 12 Sep 2022</b>			
2022/186	Committee meeting minutes were approved. Committee meeting minutes signed by CG.			
3.	<b>Matters Arising</b>			
2022/187	CG raised incident number with police about broken glass. Police visited on occasions and had words with people on the field and added us to their surveillance route			
4.	<b>Outstanding Actions List</b>			
	The following were completed 2022/127 – New Bard purchased and installed at cost of £157.02 2022/132 2022/133 2022/146 2022/152 2022/157 – 5 new beech coloured tables purchased at a cost of £678.03. We now have enough Beech tables to move 14 into the hall and move the green ones out. 2022/163 - BG and RG met with Cleanshaw who gave a quote of £800 for deep clean. This was approved by committee. Date tba. BG to approach them and Mawsley Domesic Services for a quote for monthly clean of toilets and kitchen. 2022/179 - New contract for recycling bin entered into with NNC at £8.50 per fortnightly collection for a minimum of 3 months which was cheaper than having it for one day for the Village Show. The remaining action points are in progress	Change hall tables		10.10.22
5.	<b>Treasurer's Report</b>			
2022/188	The Treasurer has nothing to report A grant to the community fridge of £50 from Village Show was granted, this has now been increased to £65 to cover cost of locks for fridge			
7.	<b>Fundraising and events</b>			
2022/189	Village Show, successful despite the unsettled weather very short of help setting up. The recyclable glasses were a success with lots of people returning their glasses and donating the deposit some feedback given which will be taken back to the Village Show Committee Don and Emma commended the Show committee on their organisation			
8.	<b>Bookings</b>			
2022/190	<b>REGULAR BOOKINGS</b> All OK			

2022/191	<b>OCCASIONAL BOOKINGS</b> Very busy through October/November.			
	<b>User updates/feedback</b>			
2022/192	<b>Under 5's</b> All fine			
2022/193	<b>Bowls</b> All good. Doing own risk assessment for their sessions.			
2022/194	<b>KFC</b> All good			
<b>9.</b>	<b>Projects Update</b>			
2022/195	<b>Outdoor Gym</b> - was installed on 6 <sup>th</sup> and 7 <sup>th</sup> September and has attracted a lot of attention. Publicised on Facebook but need to try and get something in the paper and get a photo of it being used. NNC have agreed to take responsibility for it and carry out RoSPA checks. We should check it for any maintenance issues. Our thanks to the Parish Council and NNC for supporting and financing the project.			
2022/196	<b>Lease update</b> – Application to FiT for change of lease finally done by NCC – outcome awaited. Legal structure for creating the additional leased area still under consideration by NNC Legal team			
2022/197	<b>Planning update</b> – CG and BG had meeting with architect expectation that planning application will be submitted in next few weeks. Planning consultant employed at a cost of £750 + vat to support the planning process.			
<b>10.</b>	<b>Premises</b>			
	<b>Estate &amp; Maintenance report</b>			
2022/198	Strip light in Meacham Room needs replacement bulb.		RZ	Oct 22
2022/199	Coat hooks to be fitted in both disabled toilets		RZ	
2022/200	Door sticking in Hall disabled toilet		RZ	
2022/201	Purchase new sink plugs for kitchen		RZ	
2022/202	Urn in kitchen needs new base		RZ	
2022/203	Split in hall floor, obtain quote for repair		SA/ BG	
2022/204	CG getting quote to change a window to a door at field end of hall		CG	
<b>11.</b>	<b>Health &amp; Safety</b>			
2022/205	Nothing to report			
<b>12.</b>	<b>Any other business</b>			
	None			
	Meeting closed 21.00hrs			
	<b>Date of next meeting:</b> 7.30pm Monday 10 <sup>th</sup> October 2022			