

Broughton Playing Field and Village Hall Association Committee Meeting

MINUTES of meeting: 09/01/2023

Present: Clive Gresham, Chair (CG), Andrew Tempest (AT), Bryony Gates (BG), Charlotte Bodicoat (CB), Mark Malitskie (MM), Clover Walton (CA)(part of meeting), Pat Scouse (PS), Simon Aston (SA), Ros Gresham (RG), Barbara Zutshi (BZ), Ravi Zutshi (RZ).

Observers: Emma Smyth (ES), Judith McQuaid (JM)

Apologies: Don Harper (DH), Gaynor Ireland (GI), Sarah Elliott (SE)

Quorate: Yes

Item No	Agenda Item	Agreed Action	Owner	Date
1.	Welcome & Apologies.			
2022/261	Apologies from Don, Gaynor and Sarah			
2.	Minutes of Meetings held – 12 Dec2022			
2022/262	Clover Walton NOT Clover Abbott. Minutes agreed following this amendment.			
3.	Matters arising and outstanding Actions List			
2022/263	<p>2022/097 - Accounting system AT to report with recommendations in April.</p> <p>2022/109 - Dogs on Field. Not much more we can realistically do. Diary note 3 monthly to post reminder on FB.</p> <p>2022/126 Replacing chairs: Little progress. Only one company selling these and not in stock. Only 64 chairs will store in the current space. 64 chairs and 2 trolleys £6,400. Ex Birmingham commonwealth games chairs costed at £1,175. ALL AGREED: BZ will order 100 chairs and two trolleys if suitable.</p> <p>2022/179 - Fire Risk assessment 28th January. CG has looked through. View is that we are moderate in terms of overall risk. We could do other things but for now it is ok. Good exit points around the building. H&S Committee to review and follow up recommendations. We will ask Smiths to update EXIT lighting.</p> <p>2022/198 - New starter obtained, not the same connection. Requires an electrician. CG to contact Christian Price.</p> <p>2022/202 - Urn: New teapot required with the lid closer to the edge of the pot. BZ/BG to search for a new teapot!</p> <p>2022/213 - Recycling bins: Discussion as to whether we need a blue recycling bin in bar. 2 x smaller bins is preferred option.</p> <p>2022/214 Change door code. New lock costing just under £25 purchased and code changed.</p> <p>2022/219C - Replacing blinds in the hall. Similar framework for venetian blinds. To be investigated as best solution – not ideal but hopefully more robust.</p> <p>2022/219A - light in disabled toilet – quote to be obtained</p>	Diary note	GI	CG BZ/BG CG/RZ