

Broughton Playing Field and Village Hall Association Committee Meeting

MINUTES of meeting: 14/08/2023

Present: Clive Gresham - Chair, (CG), Bryony Gates (BG), Andrew Tempest (AT), Don Harper (DH), Charlotte Bodicoat (CB), Simon Aston (SA), Ros Gresham (RG), Helen Stokes (HS), Alex Cattnach (AC), Trivena McCarlie (TM)

Observers: Emma Smyth (ES), Mark Coster (MC)

Quorate: Yes

Item No	Agenda Item	Action Owner	Date
1.	Welcome & Apologies.		
2024/01	Apologies: Barbara Zutshi (BZ), Pat Scouse (PS), Mark Malitskie (MM), Ravi Zutshi (RZ) Observers – Judith McQuaid (JM)		
2.	Minutes of Committee Meeting 12th June 2023 and AGM 5th July 2023		
2024/02	Minutes of Committee Meeting 12 th June were agreed and will be posted on the website.	RG	
3.	Matters arising		
2024/03	There were no matters arising from the minutes of the Committee Meeting of 12 th June. There were no matters arising from the minutes of the AGM 5 th July and these minutes will be presented for agreement at the AGM 2024 for approval.		
4.	AGM Feedback		
2024/04	Nice to see a number of new faces which was mostly in response to the FB advertising. However, some of this interest has now fallen away! Esme and Laura are keen to support but cannot attend meetings as they have small children but there are several things that can be done outside committee meetings. The Secretary role remains open.		
2024/05	Trivena McCarlie, Helen Stokes and Alex Cattnach were APPOINTED as Committee Members and Trustees of the Association. AT to amend the details with the Charity Commission.	AT	
5.	Committee Matters		
2024/06	CG outlined the Trust agreement of the Village Hall and the format of the committee for the benefit of the newcomers. The trust was set up in 1979, an agreement between the village residents of Broughton and Little Cransley and KBC. The villagers raised £10,000 and KBC built the village hall and a 99year lease set up. CG also explained the terms of the lease. If a committee cannot be formed the lease goes back to the council. No rent is paid on the lease. The status of the Association is an unincorporated association and as such, has no legal status and cannot enter into contracts. Elected and appointed Members of the committee are also trustees. The trustees are personally liable on any contracts entered into on the Association's behalf. The association is well financed. .		
2024/07	CIO Discussion took place concerning the CIO and the liability of members of the committee. It was proposed by (CG) seconded by (AT) and AGREED that the committee should start the process to become a CIO.	AT/CG	

2024/08	CG explained the difficulties over the last 4 years in changing the terms of the lease. It was recommended that we should raise a complaint with the NNC about their handling of the lease.	CG/ BG	
2024/09	Meeting Frequency CG opened discussion about the frequency of committee meetings which are currently monthly. After consideration it was AGREED that the committee should move to bi-monthly meetings; the next meeting will be on October 9 th . Revised meeting dates to be put on the website	CG	
6.	Treasurer's Report		
2024/10	The treasurer reported that the Association's finances are in good shape. A grant application has been submitted for the Village Show. Broadband has been renewed for a further 24 months; £26.07 monthly subject to 3% + RPI adjustment.		
7.	Fundraising & Events		
2024/11	250 Club – The draw too place for the month of August. The winning numbers were 128, 15, 119. Film Night Dates suggested 3 rd November. Social Committee to organise. Village Show Planning for this event is well underway. A few more stall holders are still required. Raffle tickets are on sale. Requests will soon go out for tombola prizes and plate smashing.	RZ Social Comm Show Sub Comm	
8.	Bookings		
2024/12	REGULAR BOOKINGS Not a lot to report. Yoga's Wednesday evening 7.30 session will be ending at the end of August.		
	User updates/feedback		
2024/13	Kettering Ladies FC NNC have not been cutting the grass which las led to matches having to be played elsewhere. SA advised that he is intending to apply for a grant from the FA to enable the purchase of equipment to cut the grass which will be stored in the container. He will speak to the FA.		
2024/14	Under 5s Nothing much to report as it's the summer break. Desperately seeking a new Treasurer!		
2024/15	BOWLS DH advised that bowls has been busy. Had two friendly matches against Pytchley. It is going well and getting 14/15 people at each session.		
2024/16	Table Tennis and Badminton Table Tennis: Has continued to run through the summer this year. Numbers are low but there is enough money in the kitty to subsidise any shortfall. Badminton: Sometimes very busy and people have to sit out but generally going well.		
9.	Projects Update		
2024/17	Changing Room Project CG reported that to move the project forward there is a need to complete Building Regulations drawings to enable quotes to be obtained which are required for the Football Foundation funding application. We already have an approved quote for £3880 inc VAT. The work will include the extension of the hall to incorporate the stage area. He recommend that we get on with this now. Section 106 monies of £58,000 needs to be used by 2025. The cost will come out of the Development Fund. AGREED		

10.	Premises		
2024/18	Estate & Maintenance report Nothing to report at the moment. CG to contact Gaynor Ireland to hand over the defibrillator contact information.	CG	
2024/19	Health & Safety BG advised that at the next meeting the Fire Risk Assessment Plan needs to be reviewed.		
11.	AOB		
2024/20	<ul style="list-style-type: none"> • JM on behalf of Scouts emailed the chairman to question the decision not to take forward the soundproofing of the main hall. The matter was again discussed and it was agreed that this project was not good use of £10,000 particularly in view of the development plans. CG to contact JM to advise of the committee's decision. • BG advised requested confirmation to continue with the deep clean arrangements by Mawsley Cleaning Services. • CG will send thank you letters to the retiring committee members. 	CG CG	
	The meeting closed at 9.35pm		
	Date of next meeting: Monday 9 th October 7.30pm		