

Broughton Playing Field and Village Hall Association Committee Meeting

MINUTES of meeting: 09/05/2023

Present: Clive Gresham Chair (CG), Barbara Zutshi (BZ), Ravi Zutshi (RZ), Ros Gresham (RG), Don Harper (DH), Bryony Gates (BG) Mark Malitskie (MM) Laura Groom (LG), Sarah Elliott (SE),

Observers: Emma Smyth (ES)

Quorate: Yes

Item No	Agenda Item	Agreed Action	Owner	Date
1.	Welcome & Apologies.			
2023/070	Apologies from Andrew Tempest (AT), Gaynor Ireland (GI), Charlotte Bodicoat (CB), Pat Scouse (PS), Simon Aston (SA), Barry Steptoe (BS), Observers - Trevor Dunn, Maurice Riley.,			
2.	Minutes of Meetings held – 11th April 2023			
2023/071	Minutes approved subject to amending 2023/061 to read BG and BZ met withsigned by CG. RG to publish on website.			
3.	Matters arising			
2023/072	No matters arising.			
2023/073	Outstanding Actions: 2022/182 - Sign design circulated and finalised – quote needed. 2022/219 – Agreed that blinds to be replaced by curtains.			
4.	Committee Membership- future recruitment			
2023/074	CG provided an update. Sub-committee met to discuss options if no volunteers come forward in next 12 months and the following were considered: <ul style="list-style-type: none"> - Stop doing occasional bookings –costs go to additional regular hirers and it would take facility away from village birthday parties etc. - Consider employing somebody to do things: caretaker, bookings? Two issues- 1. As an unincorporated association we cannot employ somebody. What would have to happen is one of the Committee would have to be the employer and be indemnified by the assets of the association. Potential risk is that we would need to be knowledgeable about employment law, deal with PAYE/NI etc 2. The increased costs would need to be passed on to hirers. - All maintenance to be outsourced. Would increase costs and likely result in not keeping on top of the small things which make a difference. - Whilst looking after bookings/maintenance is important, finding solutions to ongoing management – secretary, chair, social media etc would not be solved by the above options. - Impact of any options was to increase costs to existing users which would have another knock-on effect to groups and challenge their sustainability. <p>In summary there were no easy/viable options as an alternative to the residents of the village running the village hall as volunteers as things currently stand. The Trust Deed sets out what needs to happen if a committee cannot be formed.</p> <p>The promotional information provided at the Coronation Field Party did not attract any new volunteers. RZ spoke to several people at the event who appreciated the facilities but were not able or willing to get involved. There had been no response to the fliers either.</p> <p>It was acknowledged that the current situation cannot continue as it is and new members must be found to take on the Villagers responsibilities</p>			

	It was decided if nothing happens to move things forward at AGM on 5 th July then we will have one last push across the village and if unsuccessful take steps to terminate the lease in accordance with the Trust Deed and return it to NNC.			
5.	Treasurer's Report			
2023/075	AT circulated his report via email prior to the meeting. The Associations finances are stable. <ul style="list-style-type: none"> - AT to check for any better deals for broadband. - New forms for National savings account still awaited. - NN Council will be sending an invoice for premises licence which has still not arrived. We hold confirmation that licence still valid. - ACRE membership has been renewed. 	Review	AT	6/23
2023/076	Change to Charitable Incorporated status - It was agreed that no decision regarding changing status be taken until a new Committee was in place and the future of the Village Hall was known. At that point a decision made as to whether the £10,000 cost would be money well spent.			
6.	Coronation Field Party Celebrations 7 May			
2023/077	A very successful and enjoyable event and the good weather saw a lot of people turn out to enjoy the afternoon. Committee expressed grateful thanks to Ros, Bryony, Charlotte and Judith for organising everything. Although the budget was set at £500, costs were less than this and with the profit from the bar, overall costs were nominal. AT to report on final costs in June. The reports from those attending and in the school playground the following week was that it was a lovely event. BG raised an issue regarding the nature and coverage of the Bouncy Castle hirers and this needs to be considered further for the village show			
7.	Fundraising & Events			
2023/078	250 Club - RZ reported that 22 people expressed an interest in joining the 250 club at the Field Party 4 of which had already paid. May's Winning Numbers were: 1 st 40, 2 nd 36 and 3 rd 52. RZ will advise the winners and the draw will go on Facebook.			
2023/079	Film Night - Successful evening, enjoyed by 29 people. Re-booked for 23 rd June. Nobody else responded to a request for someone to run the night, Gaynor has offered to help manage social media and tickets etc and CG will help. Feedback - some people commented they would have liked a telephone number for booking tickets. CG to Ask Gaynor to send round titles of available films.			
2023/080	In view of feedback and comments made at Village Show Committee, decision taken to get another mobile phone number to use for promoting events/village show raffle etc. RZ has donated a phone. CG to arrange a new SIM only contract.		CG	6/23
2023/081	PS mentioned the COOP had a grants scheme up to £5000 for projects. CG to ask her to investigate regarding the possibility for the nest swing.			
2023/82	LG asked what sources of grants were available to the village hall for different projects. Various providers had been used in the past. A list of potential sources to be put together for future reference.			
8.	Bookings			
2023/083	REGULAR BOOKINGS Phil Bailey spoke to BG about additional bookings for Football and the result is that they wont be using our pitches for the rest of their league matches. They may wish to use the pitch for pre-season matches.			
2023/084	OCCASIONAL BOOKINGS Steady, more groups/organisations booking the Meachem Room. Less children's parties taking place quieter at weekends.			

	Lee who runs Serious Dough Pizza is here for 23 rd July for pre-school end of year party has a gap between bookings for two hours. He will pay for the two hours and sell pizzas.			
	User updates/feedback			
2023/085	Under 5s Bernie is going on maternity leave and Sophie will be taking over. Sophie will come to the next Committee meeting to introduce herself and meet the members.			
2023/086	BOWLS All positive, numbers still good. First outing 10 pin bowling and a few other things lined up in the summer.			
9.	Projects Update			
2023/087	Lease discussions update. CG has had an email from the council to say that everybody is ok with a service level agreement for us to hire out the pitches. Northants FA are aware of that which would be ok for them funding wise. CG has suggested we have a meeting to make sure what a SLA might look like. It is a means of us continuing to hire the pitches which will satisfy the FA, whilst the NNC will continue to maintain the site.			
2023/088	NNC are still to confirm details of the individuals at the Council who are looking after the remaining S106 monies.			
2023/089	Chairs and Trolleys BZ requires Andrew to make a BACS payment – invoices to be provided. BZ will request delivery during the week of half term. Total for Chairs £2,257-79 Trolleys – 2 in the hall and 2 different ones in Old Committee room and Meachem Room store cupboard? 4 trollies and delivery £1,533 (hopefully get delivery at the same time) Total for trollies and chairs £3,690-95. Committee approved the expenditure and thanked BZ for organizing.			
10.	Premises			
	Estate & Maintenance report			
2023/090	<ul style="list-style-type: none"> RZ has bought paint to paint the toilet wall. Door in hall has been sorted by Andy Snaith. Light in the disabled toilet and heater in the bar area has been done. 			
2023/091	BG suggested that a socket in the hall and in the Meachem room be changed to include phone charging point . CG to mention to Christian Price.		CG	
2023/092	There has been a problem boiling two kettles together in the Meachem room. The supply trips on occasions. This could be when the changing room heater is being used. We will ask Christian to confirm what we can run off the circuit which kettles are plugged into in the Meachem room.		CG	
2023/093	Hole drilled through a table in the Meachem room. Looks very likely to be, sadly we have not been informed about it!! MM offered to repair CG will deliver the table to him		CG	
	Health & Safety			
2023/094	Sub Committee has a meeting this Friday Let Bryony know when actions have been completed.			
2023/095	Car park entry and exit at certain times is difficult when one event is finishing and another starting. It is not possible to see into the car park from Gate Lane and sometimes have to reverse back into gate lane. Hedge will be cut down to make visibility better.		CG/BZ	

2023/096	CG showed some ideas for the village hall sign, it was agreed that a white background is preferable. Quote to be obtained.		CG	
2023/097	DH reported that it had been noticed that somebody had tried to get a quad bike through the entrance near the skate park. Fortunately, unsuccessfully.			
11.	AOB			
2023/98	BG advised The Chapel had donated £349. From their collections from the food table. They have asked that we let them know what we spend it on. A letter of thanks to be sent on behalf of the Committee.		BG	
	Date of next meeting: 7.30pm Monday 12 th June 2023			