

BECKINGTON MEMORIAL HALL COMMITTEE

Agenda

14th October at 7pm in The Clifford Suite

Management Committee

1. Present and in Attendance.

Suzanne Chillman (chair), David Norman (treasurer), Sara Coffield (secretary), Laura Parry, Stan Wilson

Also in Attendance

Jeanette Hurst, Lu Hughes, Sandy Usher, Roz Serle

2. Apologies

David Costello

SCh opened up the meeting by asking SU and LH if they are happy to become Trustees and they agreed. This will be done formally at the AGM on 28th October.

ACTION: DC to add SU and LH to the committee email list

3. Minutes from September meeting.

The committee unanimously accepted the minutes.

4. Matters Arising

Accounting

LH and LP are keen to have the accounting process reviewed and share info just in case something happens to DN. DN agreed.

ACTION: DN, LH and LP to review the accounting system

Dogs in the field

ACTIONS rolled over from last month.

LP to write a sign asking folk to not let their dogs foul on the field.

5. Financial report.

DN produced an end of year financial report. We have made £1200 profit.

Bookings are back to normal post-covid. The end of year accounts will now be sent to an examiner and then the Charity Commission.

Hall Prices

The cost of the halls was discussed. RS suggested comparing with other venues. SU happy to compare Frome halls.

ACTION: SU to compare the cost of halls in Frome

200 Club Draw - September

The 200 Club Draw for September was drawn:

As it is time for the renewal of annual memberships, the October draw will take place at our November meeting.

200 Club Membership Renewals

ACTION: SW and LP to chase renewals

6. Alcohol requests

ACTION: SC to contact hirers

7. AOB

8. Next meeting

28th October (AGM); 11th November

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Suzanne Chillman (chair), David Norman (treasurer), Sara Coffield (secretary), Laura Parry, Stan Wilson, Jeanette Hurst, Lu Hughes, Sandy Usher, Roz Serle

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4. Matters Arising

Grass cutting

RS reported that SW is now cutting the grass.

Weeds

Weeding at the hall still needs doing and the question is shall we use weed killer or not. SC suggested forming something similar to Frome Hoedown which is a community group who manually weed in Frome to stop Mendip having to use chemicals. This was accepted; SCh and LH organised a date for a Weeding Party and SC booked the Clifford Suite on 3/11 for use of the WC.

ACTION: JH & social media team to notify and invite the community to a Weeding Party on Sunday 3rd Nov.

Kitchen Hatch LH

LH reported that a manual fire curtain is not legal anymore, and suggested working with a qualified fire officer to review things first. The committee agreed.

ACTION: LH to organise meeting with fire officer Devon & Somerset Fire Service / Community Council for Somerset; SW to give LH the contact details

Storage behind the stage

The committee agreed to let SCh organise things.

ACTION: SCh to measure the space and organise storage

Dishwasher

SW reported that the dishwasher in the main hall is working well and concluded that this is because the salt is getting replaced. SC confirmed that this job is now on the monthly maintenance check form and is the committee's responsibility.

Sound System SW

SW confirmed that the amplifier needs replacing and a hirer has requested it has a Bluetooth interface. SOF have quoted including labour costs. The committee agreed to let SW contact SOF and order a new amplifier.

ACTION: SW to contact Sounds of Frome to buy a new amplifier

Curtains – main hall SCh / LH

LU has had a quote for replacing the curtains in the main hall, which the committee were happy with. SCh and LU now just need to buy the material.

Playground Update

LH has spoken to Warminster Park.

ACTION: DN to send measurements to LH for a quote

Maintenance Form

SCh informed the committee that there are two Henry Hoovers on site belonging to the hall; one in the main hall and one in the Clifford Suite cupboard although the tube has split in the hose. New hose has been ordered.

ACTION: SC to add Henry Hoovers to the Maintenance Check Form

Rusty Fence LP

ACTION: LP to ask DC to get a quote

Flickering light in the Clifford Suite

It is not clear what is causing the light in the main room nearest the kitchen to flicker so SCh will try a new bulb first.

ACTION: SCh to replace bulb

5. Maintenance

Recycling (Hills)

Hills has informed us that there is to be no food waste in the bins from 1st April 2025. The committee queried how to enforce this.

Tree maintenance – T11 overlooking car park due for crown reduction SW

SW informed the committee that the tree surgery noted in last report is now overdue. The committee agreed to proceed and use the same tree surgeon as last time.

ACTION:

DN to send SW the tree surgeon contact details

SW to contact tree surgeon

Gutters

RS suggested cleaning the gutters at the weeding party.

Handhold on the climbing wall DC

DC informed the committee by email before the meeting that he has fixed the handhold on the climbing wall.

Door mats

SCh has found two door mats for £150. The committee agreed to buying them.

ACTION: SCh to order door mats

Main hall - painting

SCh suggested that the main hall needs painting before changing curtains.

ACTION: SU / SCh to get a quote from a painter and decorator (look in Network)

Playground flooring

ACTION: SC to add to next agenda

6. Events

Rotary request for sponsorship

The committee have been approached to see if we would like to sponsor a horse at their event for £20. The committee agreed.

ACTION: SW to contact the Rotary (marketing)

7. Facebook/ Network. JH

Book Trail

ACTION: SCh to send fundraising figures and update

8. AOB.

Projector – the hall have been offered a projector for £118 (cost of a new bulb). The committee agreed to accept. RS asked if it was a ceiling-mounted model

ACTION: SCh to contact hirer to clarify it's a ceiling-mounted model (RS/DN)

Quiz night date

ACTION: SC to add to next agenda

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