

**BECKINGTON MEMORIAL HALL COMMITTEE MEETING MINUTES**  
**12<sup>th</sup> October – Main Hall**

---

**1. Present**

Floor Holmes, Debs Byrne, Stan Wilson, Roz Searle, Mike Collins, Sara Coffield, David Norman, David Prince.

**2. Apologies**

Hannah Drury, Pam Portsmouth-Layton

**Minutes of March 2020 meeting**

The minutes were ratified in the meeting due to communication being scuppered by the covid19 disruption, and were accepted by the committee. No action required.

**Play Area Costs**

DN announced that even though RoSPA have reviewed the playground and reported “low risk” the insurers are not accepting this and specify that the rope needs to be replaced on the big climbing frame because you can see the metal. DN has taped over this and ROSPA have confirmed not a concern thus it was agreed that if the insurers would not accept the RoSPA report then we would change insurers.

[ACTION: DN to talk to the insurers.](#)

**Unpaid Debts**

DN reported that he has chased unpaid debts but the general feedback was that the bookings didn't go ahead and should have been cancelled. A few have paid.

[ACTION: DN to update report for committee.](#)

**Replacing the Fence**

The committee further discussed the costs of replacing the fence and whether it's wise to outlay during the covid19 situation.

[ACTION: MC to continue his research](#)

**Charities Commission**

The Charity Commission Return has not been completed for the last two years, due to lack of time and needing details from all the new committee members in order to start the process. New committee members as of the last 2 years are to provide the details required to DN.

[ACTION - DN to progress.](#)

**Draw for the 200 club**

Covid19 had interrupted the draw so a few months were drawn to catch up. The results were:

April – £40 6 Phil Carey / £20 37 David Prince

May – £40 167 Stan Wilson / £20 189 Suzanne West

June – £40 174 Andy Smith / £20 167 Stan Wilson

July – £40 68 Joan Mallard / £20 10 Gillian Heyward

August – £40 54 Stuart Barnes / £20 18 Bill Hodder

September – £40 170 Sue Brown / £20 10 Gillian Heyward

DN queried whether to suspend the draw due to covid19 interruptions but it was agreed that there was no need to suspend it.

[DN to talk to Steve Jenkins about contacting members.](#)

### **Hiring**

The cost of the hall goes up by £1 per hour in January. The Clifford Suite is currently out of use. It was decided that Clifford Suite users are able to use the main hall at the Clifford Suite rate.

### **Events**

There are no events currently booked due to covid19.

[ACTION: Fundraising ideas to be brainstormed](#)

### **Grants and Fundraising**

As above

### **Projects**

Jobs to do were discussed - replacing wc's and decoration shabby in places but nothing urgent. FH offered to paint the stage.

[ACTION: FH to paint the stage.](#)

### **Network**

Debs needs replacing.

[ACTION: Someone is needed to send info to Network \(SC?\) from \[insert date\]](#)

### **AOB**

The covid19 risk assessment update was discussed. SW to update with: food prep in the kitchen is at the committee's discretion. DN queried the need for hirers preparing food to have a food hygiene certificate, which can be obtained online.

[ACTION: SW to update covid19 risk assessment / special condition 11](#)

### **Clifford Suite**

The Clifford Suite is out of action. DN suggested putting the old radiator in the roof space accessed through disabled loo, and the chairs need sorting. DN advised no pressure to reopen suite currently.

[ACTION: Team needed to organise the Clifford Suite](#)

### **Booking Secretary Contracts**

SC needs to discuss sustainable rate and contracts with DN.

[ACTION: SC to book a meeting with DN](#)

Next meeting - TBC