

BECKINGTON MEMORIAL HALL COMMITTEE

Minutes

9th October 2023 @ 7pm in the Clifford Suite

1. Present and In Attendance.

Mike Collins (Chair), Sara Coffield (Secretary), David Norman (Treasurer), Laura Parry, Stan Wilson, Hannah Drury

Also in attendance

Jeanette Hurst, Roz Serle, Suzanne Chillman

2. Apologies

David Costello

Opening Message from the Chairman

MC opened the meeting by thanking HD for her service (HD retiring from the committee as of October 2023) and driving force behind the playground fundraising sub-committee. JH handed HD some flowers, wine and a card from the committee. MC also congratulated the committee on the successful playground fundraising quiz held on 7th October. Further details in "events".

3. Minutes from September Meeting

The committee unanimously accepted the minutes.

ACTION: SC to update September minutes

Matters Arising

4. Financial Report.

DN reported on end of year accounts: Post covid, the hall's total letting income is increased by approx. £4.5k; outgoing up by approx. £1k. Back to normal now. Only £400 in profit thus major projects need to come out of fundraising. The 200 Club money and a few small costs need adding.

ACTIONS: SC to chase late-payers (over 30 days); MC to send the grass-cutting bill to DN

200 Club Draw: September Draw

DN announced that it's time to renew the annual memberships, which means knocking on doors and SW was asked to help with this. SW agreed but pointed out that Sj essentially organises the renewals. LP also offered to help.

ACTION: DN to send 200 Club list to SW and talk to SJ

5. Alcohol requests

ACTION: SC to inform hirers and flag up deposited events at future meetings so that committee members can be allocated to check the hall immediately after the events paying deposits.

6. Broadband SW

SW has been on holiday so no update from last month.

ACTION: SW to follow up.

7. AOB

AGM

It has been decided to have the AGM on 30th October. The agenda is the same as last year.

Gift Aid

A Just Giving page was recently set up to help raise funds for the playground and DN was asked to implement Gift Aid but the request was refused on the grounds of it being far too complicated to organise and manage (DN has had experience of the Cricket Club trying to do a similar thing).

ACTIONS: Committee to find an accountant to advise on implementing Gift Aid; Invite villager to discuss further at the AGM; DN to get the accounts into the charity commission by Christmas

Donkeys at 4th Birthday Party

A hirer has asked permission for two donkeys in the carpark at a children's birthday party. The committee unanimously agreed if responsibly supervised and only in the carpark.

8. Next meetings

AGM – 30th October in the Clifford Suite

13th November in the Clifford Suite

1. Present and In Attendance.

Mike Collins (chair), Sara Coffield (secretary), David Norman (Treasurer), Laura Parry, Jeanette Hurst, Suzanne Chillman, Roz Serle, Stan Wilson, Hannah Drury

2. Apologies

David Costello

3. Minutes from September meeting

The minutes were unanimously accepted by the committee.

4. Maintenance.

JH did the maintenance check this month but was unable to acquire a playground inspection sheet.

Issues:

Toilets in main hall – hot water not working

Main hall kitchen – only one white chopping board

Main hall lights – fluorescent light not working

Bar – cupboard doors need replacing

Changing rooms – need decorating

Referee changing room – light not working

Changing room toilet – sanitary wear not in good condition

Clifford Suite – paintwork not in good condition

CS entrance hall – paintwork and flooring not in good condition

CS – **Door to cricket club broken (storage for alcohol)**

CS toilet – no paper towels

CS coat area – not clear as the bar is in there

Carpark – needs weeding

Overflowing guttering to the maintenance inspection.

Window sill in the main hall kitchen needs painting and the laminate on the worktop above the dishwasher is coming unstuck.

ACTIONS: DC to identify any urgent issues; CC to fix broken door; MC to contact MM

Electrical Maintenance

SW reported that it's time to organise this again although DN queried whether it needed to be annually.

ACTION: SW to organise electrical maintenance check with the people down at Sherborne for January

Tree inspections

A few tree branches came down in the wind since the last meeting. SW reported that we need a tree report for our insurance.

ACTION: DN to contact arborist at the cricket club and book tree inspection for insurance

5. Events

Quiz night

DN reported that the quiz raised £1060. The fundraising team suggested a letter of thanks from MC to DB for doing the food.

ACTION: JH to send DB's email address to MC

Village Trail

HD reported that the Village Trail was good fun and successful. DN reported £200 raised.

6. Facebook/ Network. JH/HD

ACTIONS: JH to thank the playground square sponsors by name; HD to invite RS, Sch and JH to be admins on the Facebook page.

7. AOB.

Goalposts

ACTION: Carry over to next month

Email from Sarah Martin (cleaner)

SM emailed the committee just before the meeting, informing them that the child safety door lock protecting the dishwasher fluid in the main hall has been broken; and a lock has not been installed preventing accidental contact with the fluid in the bar area.

ACTION: SC to forward email to DC

Drain Rods

SCh and LP informed the committee that they have a set of drain rods if the carpark becomes flooded again etc.

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