

# BECKINGTON MEMORIAL HALL COMMITTEE

## Minutes

13<sup>th</sup> November 2023 @ 7pm in the Clifford Suite

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**1. Present and In Attendance.**

Sara Coffield (secretary), Mike Collins (chair), David Norman (treasurer), Stan Wilson, Laura Parry

**Also in Attendance**

Jeanette Hurst, Roz Serle, David Costello

**2. Apologies**

Suzanne Chillman

**3. Minutes from October meeting.**

The committee unanimously accepted the minutes.

**Matters Arising**

**200 Club**

LP reported that 7 people are still to pay and 10 have paid; SW reported all his 16 members have paid.

**4. Financial Report.**

DN updated on finances since the beginning of October; mainly some donations for the playground squares.

**Grants**

**ACTION:** JH to apply for grass-cutting grant

**5. 200 Club draw.**

DN reported no draw this evening as members are still renewing their subs.

**6. Alcohol requests**

**7. AOB**

None

**8. Next meeting**

11<sup>th</sup> December (basic meeting, wine and nibbles)

**1. Present and In Attendance.**

Sara Coffield (secretary), Mike Collins (chair), David Norman (treasurer), Stan Wilson, Laura Parry, Jeanette Hurst, Roz Serle, David Costello

**2. Apologies**

Suzanne Chillman

**1. Minutes from October meeting.**

The minutes were unanimously accepted by the committee.

**Matters Arising:**

**Tree Inspection**

DN reported that the survey has been done; SW reported that trees T8 and T9 need to be attended to soon. The committee agreed to action the work.

**ACTION: DN/SW to send SC the report and get a quote**

**Goalposts**

DC suggested meeting at the field on 15/11 to locate the goalposts. MC and LP also agreed to join him.

**ACTION: DC, MC and LP to meet on the field on 15/11 to find goalposts**

**2. Maintenance**

**Playground**

RS and JH reported that the subcommittee have met since the last meeting and are organising a number of events at the hall:

There are no "carols around the tree" at the garage this year so the sub-committee have taken it upon themselves to have carols but possibly no tree at the hall on 22<sup>nd</sup> December until 6.30pm. The committee agreed this is a good idea. RS called for volunteers.

**ACTION: Volunteers to step forward for Christmas Carols on 22<sup>nd</sup> December**

The sub-committee are also arranging a Toy Sale on 24<sup>th</sup> Feb and Easter Egg Hunt on 30<sup>th</sup> March (if the pre-school are not organising one). Further ideas: fun bingo and outdoor theatre (Pantaloons)

**Maintenance Update from DC**

MC reported that the Middle 2 strip lights in the main hall are being fitted on 14/11.

**ACTION: SC to take chopping boards (main hall), oven (Clifford Suite kitchen) and accidents books off the maintenance report**

**3. Events**

**4. Facebook/ Network. JH**

Mobile phone left in the kitchen – contact SW.

**5. AOB.**

**Oil-filled radiators SW**

SW asked the committee if he could borrow a couple of the oil-filled radiators as his heating system is faulty. The committee agreed.

**Gift Aid**

RS & HD have tried to contact accountants but no joy.

**ACTION: DN to talk to Alan Aked (ex-accountant)**

### **Code of Conduct**

DN has written a BMH Code of Conduct document which MC has requested be circulated to all committee members.

**ACTION: DN to circulate Code of Conduct document to committee**

### **Warm Spaces**

RS has spoken to the organisers. They've decided to use LAHS Place instead of the hall, and are calling for volunteers: contact Judith Craig (church warden) or Andrew Kellett.

**ACTION: Committee to spread the word on warm spaces update and volunteers needed. RS to circulate warm space info and possibly attend the PC meeting to ask for funding or do it online.**

### **Fireworks**

Some of the villagers let off fireworks in the field last weekend. It was publicly announced on Facebook so the committee know who the organisers were. JH checked the field afterwards and there was no damage.

**ACTION: MC to email the organiser and politely ask her to refrain from doing it again**

### **Ts&Cs – Refunds and Age Limit**

The committee discussed the refund policy as it came to light recently that it's currently very strict (no payments refunded) when a hirer had to cancel a birthday party 6 months into the future. The committee concluded that the Ts&Cs should remain the same but each case will be at the committee's discretion, however it was generally accepted that a full refund will be acceptable if 3 months notice is given. The committee agreed to refund the hirer in question 100% this time.

**ACTION: DN to refund hirer in question and confirm whether the minimum booking age is 18 or 21; update the Ts&Cs.**

### **Projector and screen in the main hall and Clifford Suite**

There has been another request for a projector and screen in the Clifford Suite. RS emphasised again that the committee should acquire a projector and screen and is willing to research costs. The committee agreed.

**ACTION: RS to research costs and contact "Pat" who has been helping the W.I.**

### **Inventory**

DN reported that he has never updated the inventory on the website.

**ACTION: RS/SW to send DN the latest figures.**

## **6. Next meeting**

11<sup>th</sup> December (basic meeting, wine and nibbles)