

# BECKINGTON MEMORIAL HALL COMMITTEE

## Agenda – 8<sup>th</sup> January 2024 in the Clifford Suite

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### 1. Present

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

#### Also in attendance

Jeanette Hurst, Roz Serle, Suzanne Chillman, David Costello, Emma Milton (pre-school) and Nicky Harding (pre-school)

### 2. Apologies

### 3. Minutes of December meeting

The management committee unanimously accepted the minutes.

### 4. Finance

#### Accounts

DN reported that the maintenance of the recreation field paid to the cricket club was the main outgoing expense this month. Otherwise income normal for this time of year.

#### Draw for December

### 5. Maintenance.

Microwaves

Speakers

It was decided to roll these matters over to next month.

### 6. Events

### 7. Major projects

### 8. Alcohol requests

Afternoon Tea (40<sup>th</sup> Wedding Anniversary)

13<sup>th</sup> April 10-8pm

The committee unanimously agreed to alcohol at this event.

28<sup>th</sup> April 11-1pm

Children's Birthday Party

The committee unanimously agreed to alcohol at this event.

**ACTION: SC to inform hirers**

### 9. Beckington Pre-school

Emma Milton and Nicky Harding from the pre-school attended the meeting to follow up on the comprehensive proposal that they'd emailed the committee after the last meeting. In summary their end of tenancy at the church is 23<sup>rd</sup> January so they would like to be in the Clifford Suite on 22<sup>nd</sup> January from 8am Monday to Friday until the cricket season starts. This is hopefully a temporary stepping stone before finding a home at the Beckington First School. They have had an offer of storage facility from a parent for their non-essentials.

The committee queried storage at the hall of essentials and it was suggested that the garage could be cleared out and shelves put up behind the door to the WCs in the Clifford Suite. They could also use the changing rooms in the interim.

**ACTIONS:**

MC and DC to assemble some shelves behind the door to the WCs in Clifford Suite  
SW to give MC the bolt lifter for the garage

Movable fencing to pen the children in on the field is TBC. The Clifford Suite is able to be locked from the inside. There is no Royal Mail address at the hall. The pre-school staff have agreed to check the evening bookings in the Clifford Suite on Mondays so that they know if they have to tidy up, and SC agreed to update them on any further bookings that come in by text/phone on the dedicated pre-school mobile.

**ACTION: SC to obtain pre-school mobile number and inform them of any last minute evening bookings in the Clifford Suite.**

It was agreed that the pre-school can use the fridge in the Clifford Suite kitchen until the cricket season (April); there is also room for their plastic plates and cups; fire extinguishers are also available (notice in the main hall) and fire risk assessment is on the Ts&Cs. The pre-school are happy to use their own 4G router for wifi. SC informed the committee that she knows of a possible microwave being sold which will need PAT testing on 22<sup>nd</sup> January.

**ACTIONS: SC to follow up on microwave before PAT-testing (17<sup>th</sup> Jan)**

The committee unanimously agreed to let the pre-school hire the hall.

DN reported that there are a few booking clashes between 22<sup>nd</sup> January and the cricket season which can be moved to the main hall except for the Springmead school booking in both halls on 25<sup>th</sup> January.

**ACTIONS:**

MC/SC to contact hirers who's bookings clash in the Clifford Suite until the cricket season:

22<sup>nd</sup> Jan – PAT testing @ 2pm (the pre-school are happy let in if badged; SW to liaise)

23<sup>rd</sup> January – “trial training” move to main hall

25<sup>th</sup> January – Springmead in both halls (DC reported possible wrong date for science fair?)

7<sup>th</sup> and 14<sup>th</sup> March – gel painting (MC to contact)

Pre-school to make initial booking inc the weekend (20<sup>th</sup> and 21<sup>st</sup> Jan) and then SC to block out 'til the cricket season.

## **10. Regular church booking in the CS**

DCL would like to book the Clifford Suite regularly on a Sunday mornings for worship. MC attended their event briefly last Sunday (7<sup>th</sup> Jan) and felt things would be ok. There was no objection from the committee although it was highlighted that there will be booking clashes on occasion and they need to find an alternative for these dates. No discount on hiring price was agreed due to them being a charity.

**ACTION: MC to contact the pastor**

## Working Committee

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### 1. Present

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

#### Also in attendance

Emma Milton (pre-school) and Nicky Harding (pre-school)

### 2. Apologies

#### 1. Minutes from December meeting.

The working committee unanimously agreed to the minutes.

#### Matters Arising.

##### Charity Commission

DN reported that the accounts are going to the auditor on Wednesday 10<sup>th</sup> January.

#### 2. Maintenance.

SW reported that the heaters are booked in for servicing on 17<sup>th</sup> January and PAT-testing is booked on 22<sup>nd</sup> January. SW is now responsible for the servicing the heaters.

### 3. Events

#### 4. Network

£200 club x 4 months

Carols and raising money

### 5. AOB.

### 6. Next meeting

12<sup>th</sup> February

#### Next month's agenda

Cost of maintaining the field

Microwaves

Speakers

Wifi