

BECKINGTON MEMORIAL HALL COMMITTEE

Minutes

8th April 2024 at 7pm in the Clifford Suite

1. Present and in Attendance.

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

Also in Attendance

Jeanette Hurst, Roz Serle, David Costello

2. Apologies

3. Minutes from March meeting.

The management committee unanimously accepted the minutes.

Matters Arising

Grass-cutting

MC reported that he has been unable to get through to MB but DN is in contact with him.

ACTION: DN to give MC Mike's personal number

Wifi

SCh updated that the wifi is now in the main hall and the clifford suite, and a direct debit has been set up with EE (£31+VAT monthly). The speed is 60-96 mb/sec. A 12 month contract is £27 + VAT. If not very good we can try Vodafone but Beckington is in a black spot for both networks. There are two separate passwords for the two halls currently. SCh has organised a wifi policy and will put it up the in hall. DN suggested turning off "Network Discovery" to keep users' info private and avoid the spread of viruses.

ACTION:

SCh to send the internet policy to committee and turn off Network Discovery

RS to print out some notices

JH to share the good news in Network

CS toilet seat

MC reported that the seat cannot be fixed

ACTION: MC/DC to order new toilet seat

4. Financial report.

DN reported that it has been an expensive month with lots of bills going out and not as much income as usual.

200 Club draw.

Grass-cutting grant

ACTION: JH to chase grass-cutting grant

5. Alcohol requests

6. AOB

Master list of all activities in the hall DN

SCh and RS requested a list of activities to put in the Network so that the community are more in touch with what is going on at the hall.

ACTION: DN to send SCh and RS a master list of activities

Refund hirer (kettle broken etc) MC

A complaint was received from a hirer having a family party in the Clifford Suite that they had to tidy up the pre-school equipment before going ahead and the kettle was broken. MC requested to give them a refund and the committee unanimously agreed.

ACTION: MC to contact the hirer and retrieve their bank details for DN to refund.

Hall valuation for insurance purposes DN

DN reported that the hall need to fill in a very complicated itinerary for the insurers and so it was suggested that we either pay for the insurance company to assess things or find someone local with the skills.

ACTION: DN to ask the insurance company to survey the hall initially

Booking secretary holiday cover

ACTION: DN and SC to email any ideas for improving admin cover

Parking at the hall SW

SW reported that he has seen people on Facebook talking about using the hall carpark when walking the dog and getting the bus etc. He suggested putting up a sign in the carpark to prioritise hirers. JH suggested that Screwfix might have a generic sign.

ACTION: DC to organise a sign for the carpark

7. Next meeting

13th May

1. **Mike Collins (chair), Sara Coffield (secretary), Stan Wilson, Suzanne Chillman, David Norman (treasurer), Laura Parry, Jeanette Hurst, Roz Serle, David Costello**
2. **Apologies**
3. **Minutes from March meeting**

Matters Arising.

Heaters and floodlights

MC reported chasing MM but has had no update although he believes he now understands that it is fairly urgent.

Goalposts

The committee unanimously agreed to buy a new goalpost suitable to 11-13 year olds

ACTION: MC to contact FS who have offered to pay for installation

Hand Rail in CS loo

The disabled lady from JH's card club has fed back that it's too far away and difficult to use

ACTION: DC to sort hand rail

4. **Maintenance.**

Maintenance report / plan

SCh did the maintenance report this month and outstanding issues are:

The grass is nearly knee deep in play area

ACTION: MC to phone MCu

Gutters have weeds growing in them

The flap on the main kitchen hatch is difficult to use. SCh suggested replacing it with a roller or similar. It was queried if there was a fire hazard issue.

ACTION: SW to contact MH

The tap in the main bar area is dripping

ACTION: DC to sort tap?

The fridge in the bar area is dirty

ACTION: MC to ask cleaner to clean the fridge in the bar

Kettle replacement

SCh has bought a new kettle and sent the receipt to DN

Speakers / sound system

Next agenda

5. **Events**

6. **Facebook/ Network. JH/HD**

Easter trail – fundraising

SCh handed a the raised funds to DN

7. **AOB.**

Chairman Resignation Announcement

MC announced that he is moving and will be retiring from the post in the next few months.

ACTION: Committee to bear suitable candidate in mind

8. Next meeting

13th May