

BECKINGTON MEMORIAL HALL COMMITTEE

Minutes

13th May 2024 @ 7pm in the Main Hall

1. Present and in Attendance.

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

Also in attendance

David Costello, Jeanette Hurst, Roz Serle, Emma and Nicky from the pre-school

2. Apologies

3. Minutes from April meeting

The management committee unanimously agreed on the minutes.

Matters Arising

Grass Cutting

MC reported that the grass cutting for the playground has been done.

ACTION: MC to contact MC about taking the initiative on cutting the grass in future whilst leaving some wild spots for wildlife

Gigaclear

SW updated that the offer has been withdrawn as the time limit has run out.

Grass Cutting Grant

JH reported that the application is on the parish council agenda – 14/5

Master list of activities

ACTION: RS to contact DN about this

Insurance survey

ACTION: DN to ask the insurance company to survey the hall initially (by next March)

Booking Secretary Email Account

DN informed SC that all BMH emails should be kept for records. SC agreed to do this going forward.

ACTION: SC to set up dedicated BMH email account for booking secretary

4. Financial report.

DN reported that income is good. SC is chasing debtors monthly.

200 Club draw

The 200 club draw was drawn.

Gift Aid

SCh updated that she has registered with HMRC. It takes 6 weeks for them to set things up. We then just need to log into the Charity Commission to find out the result and get a number from them to give to Just Giving.

5. Alcohol requests

6. AOB

Extra members on the committee

SCh proposed LH and EM. The committee agreed.

7. Ts&Cs – cancellation policy

SC reported that a regular hirer keeps cancelling quite regularly before paying.

DN advised that they should be paying 7 days in advance so SC will ask the hirer to do this in future.

8. Election of new chair-person

MC announced that this was his last meeting as chair.

The committee thanked MC for his service and wished him best of luck for the future.

MC Proposed SCh to be chair, LP seconded

Unanimously agreed by the committee

SCh happy to have a trial but has concerns about only being in the village for 4.5 years.

LP advised that a committee handbook was being produced.

SC proposed LP to be vice-chair, DN seconded

LP accepted.

ACTION:

LP to chair the next meeting as SCh is on holiday

9. Next meeting

10th June

Working Committee.

1. Present and in Attendance.

Stan Wilson, Sara Coffield (secretary), Mike Collins (chair), Suzanne Chillman, Laura Parry, David Norman (treasurer), David Costello, Jeanette Hurst, Roz Serle, Emma and Nicky from the pre-school.

1. Minutes from April meeting.

The minutes were unanimously accepted by the committee.

2. Matters Arising

Heaters and floodlights

MC reported that MM has sent him a quote

Goalposts

DC is now managing this. The goalpost is being purchased and installed.

DC advised that there are two different types: aluminium and steel. Removable posts were recommended by MC so that cricketers won't smash into them when running backwards. SCh researched the difference between steel and aluminium posts online and the committee voted for aluminium posts.

Handrail

Done

Kitchen hatch

Action: SW to chase MH

Dripping tap in bar

DC had a look at this and advised handing over to plumber, as well as a leak under the sink in CS kitchen

ACTION: MC to contact PA

3. Maintenance.

DC sent an email to the committee prior to the meeting with an update on maintenance jobs done:

Monthly Maintenance Check

JH was unable to complete the monthly maintenance check.

ACTION: DC to look at foothold on climbing wall

4. Events

5. Facebook/ Network. JH/HD

Pantaloons

6. AOB.

SW reported that that a regular hirer is having problems with the dishwasher

ACTION: Get the dishwasher serviced / replaced / run the cleaning programme

Replacing windows DC

ACTION: DC to get quotes

Heater

ACTION: ANH to look at the heater near bar in main hall

7. Next meeting

10th June

(add speakers to the agenda)