

# BECKINGTON MEMORIAL HALL COMMITTEE

## Minutes

10<sup>th</sup> June at 7pm in the Main Hall

### Management Committee

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**1. Present and in Attendance.**

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

**Also in attendance**

Roz Serle, David Costello, Jeanette Hurst; Lu Hughes and Sandy Usher (potential new committee members)

**2. Apologies**

Suzanne Chillman

**3. Minutes from May meeting.**

**Matters Arising**

**Gigaclear**

SW reported “no outreach” as promised by Gigaclear but previously forwarded by email an invite to an online zoom meeting this Friday where they’ll be discussing the full fibre network build in the area and answering any questions about their work in our community. Noone committed to attending.

**Grass Cutting Grant**

JH reported no update but offered to follow up.

**ACTION: JH to contact the parish council**

**Master list of activities**

**ACTION: RS to contact DN**

**Booking Secretary Email Account**

**ACTION: DN to send SC instructions on how to set up dedicated BMH email account for booking secretary**

**4. Financial report.**

DN reported that income and outgoings are unremarkable; income average, expenditure low. £107 received from Just Giving.

**200 Club draw**

The 200 Club was drawn

**5. Alcohol requests**

**6. AOB**

**Panto funds**

JH reported that the panto would like to donate the money raised at their last show to the maintenance of the playground. The committee unanimously agreed to this as the hall funds are good at the moment. 200 squares still need to be sold. LP suggested we push the squares at events.

**7. Next meeting**

8<sup>th</sup> July

**1. Present and in Attendance.**

Sara Coffield (secretary), Laura Parry (vice chair), Stan Wilson, David Norman (treasurer), Roz Serle, David Costello, Jeanette Hurst, Lu Hughes and Sandy Usher, Vicky Smith and Emma Milton from pre-school.

**2. Apologies**

SCh

**3. Minutes from May meeting.**

**Matters Arising**

**Car Park Lights / Grass Cutting**

MC emailed the committee prior to the meeting to inform us that he has forwarded the quote for the car park lights to DN along with the invoice for grass cutting. He's discussed grass cutting with SCh and the fact that J could be taking over the job from MCu.

**Pipe in Clifford Suite**

MC has not contacted P yet re: the pipe in Clifford kitchen.

**ACTION: DC to contact P**

**Kitchen Hatch**

SW has received an estimate from MH. He is proposing a replacement fire retard/fire rated MDF panel – which he believes will be lighter than the existing one – prepared with fire proof paint and installed. LH suggested a motorised hatch.

**ACTION:**

**LH to get a quote for 12ml hatch - fireproof**

**SW to ask MH to hold fire for now**

**Gutter DC**

DC reported that one gutter has been fixed and there is another one to do.

**ACTION: DC to fix outstanding gutter**

**Broken windows DC**

DC sent the committee a quote via email prior to the meeting. The committee agreed that DC should review things and decide which way to go ahead.

**ACTION: DC to review and go ahead**

**Goalposts DC**

**ACTION: DC to order goalposts**

**Foothold on climbing wall**

**ACTION: to be ordered**

**Maintenance check JH**

JH did the check this month and recommended replacing the curtains in the main hall.

The back of the hall is really tidy but the freezer is messy.

Hot water not working in changing room toilets.

LP offered to do the maintenance check for June.

**Dishwasher SW**

SW updated that the dishwasher was serviced recently and it was reported that there is a bad limescale build up; no salt in water softener. LP queried who's job it would be to maintain the dishwasher and it was

suggested it should be on the cleaner's remit. Maintenance report and quote was sent to the committee for PCB and socket pins, wash tank descale and air chamber sanitise/clean, water softener base and training on regeneration, detergent and salt granules. The committee queried how much a replacement commercial dishwasher would be.

**ACTIONS:**

SC to contact the cleaner and organise maintenance of the dishwasher

SW to get a quote for a new dishwasher

**Heater in hall**

Done

**4. Maintenance**

**Speakers**

The speakers in the hall still need maintaining as they have a tendency to crackle after a while.

DN suggested that the panto would be informed on this as they use them.

**ACTION:** SC to contact the panto for an update

**Grass-cutting of play area**

MCu no longer wants to do it so MC has arranged for JMF to do a fortnightly cut whilst we decide what to do.

**5. Events**

**Safari Supper RS**

RS reported that JHi is happy to do the Safari Supper again and donate some of the funds to the hall if we can offer the hall free of charge (£1). Help is needed. A few committee members volunteered.

**ACTION:** DC to talk to JHi

**Pantaloons (9<sup>th</sup> August)**

JH queried what wording to put on the banner. LH suggested a QR code. RS offered to sponsor the cost of flyers. SC recommend uploading it to Nub It Frome.

**ACTION:**

JH to buy 2 x banners from Vistaprint, design flyers, upload event to Nub It Frome

**6. Facebook/ Network JH**

JH reported that it's the July and August edition this month:

*The Pantaloons*

*The Playground squares*

*The playschool fundraising thermometer update*

**7. AOB.**

**Donkeys at the hall – risk assessment**

**ACTIONS:**

EM to request detailed assessment; committee to decide in July meeting

SC to put donkeys on the July agenda

**Screen on the stage**

Hirers keep taking down the projector screen and leaving it where no one else can find it so DN suggested raising it so that it can stay in place.

**ACTION:** DC to attach the screen on the stage a bit higher

**Defibrillator**

DC reported that there may be rumours of defibrillators being recalled but the hall's has been tested recently and is working ok.

**Booking clash**

There is a booking on Monday evenings which has to move when the committee are unable to use the CS. LP and RS were in agreement that the paying customer comes first and the committee meetings should possibly be moved to 7.15 / 7.30pm to accommodate this. The committee were open to the idea of having later meetings later going forward.

**ACTION: SC to contact hirer**

**Next meeting**

8<sup>th</sup> July