

BECKINGTON MEMORIAL HALL COMMITTEE

Minutes

8th July 2024 at 7pm in Main Hall

Management Committee

1. In Attendance

Suzanne Chillman, Sara Coffield (secretary), 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

Laura Parry (vice chair)

3. Minutes from June meeting.

The minutes were unanimously accepted by the Management Committee

4. Matters Arising

Master list of activities

ACTION: DN to send regular hirers' email addresses to RS

Booking secretary

ACTION: DN to set up dedicated booking secretary email address when SC goes on holiday in September / October if not before (due to work load)

5. Financial report.

Nothing out of the ordinary to report. Funds are healthy.

200 Club draw.

6. Members and hirers' handbooks JH

The Hirers' Handbook is now ready, and copies will be printed out for the kitchens.

JH will be embarking on The Committee Members' Handbook next and welcomed suggestions of what's to be included.

ACTION: SC to send the maintenance report templates.

Bank signatories

Due to the change of chair it was queried who the bank signatories are? SW, LP and DN are the current signatories. It was agreed to add any new signatories at the AGM in the October.

7. Alcohol requests

8. AOB

Drug dealing in hall carpark / police crime pop-ups

One of the hirers has reported suspicious activity in the carpark. The committee discussed this and agreed that we can't really do much about it at the moment because installing cameras is expensive and convoluted but we have had a request from the local police about having a regular pop up at the hall for the community to feedback on suspicious activity and crimes but there is no funding to hire the hall so RS suggested asking the Parish Council if they have enough funding to pay for the hire of the hall.

ACTION: SC to contact the Parish Council and ask them if they can fund the police crime pop-ups

9. Next meeting

12th August

1. In Attendance

Suzanne Chillman, Sara Coffield (secretary), Stan Wilson, David Norman (treasurer), Roz Serle, David Costello, Jeanette Hurst; Lu Hughes and Sandy Usher (potential new committee members)

2. Apologies

Laura Parry (vice chair)

1. Minutes from June meeting

The committee unanimously agreed to the June minutes

2. Matters Arising.

Car Park Lights

ACTION: SCh to contact MM

Grass-cutting – play area

JM is cutting the grass currently but is rather expensive so it was agreed to seek out a cheaper option.

ACTIONS:

RS to contact SW

JH to find out who does the church grass

Pipe in the CS

The pipe is now fixed.

Kitchen Hatch LH

LH's son had a look at the hatch and advised that roller shutters need to be electric. Approx cost £2000 + VAT. Alluroll provide the blinds. The committee agreed that it could be worth the investment although DC had a quick google and found something cheaper so will feedback to the committee.

ACTION:

LH to check if fitting a roller blind to the hatch is feasible and give the committee a quote

DC to research fire-proof weighted curtain options

Broken windows DC

Things are in process.

Goalposts DC

G has replied to DC and installation could be this week.

Foothold on the climbing wall

ACTION: DC to order the foothold on climbing wall

Freezer

The committee agreed to replacing the freezer with more sightly storage.

ACTION: RS to sort out collecting of freezer for the dump

Dishwasher

SCh has been talking to Prime Tech based in Warminster and is meeting them at the hall on 9/7/24. They have advised that external softener is better than an internal one and offer a two year warranty. SCh also talking to Domesticare. It was agreed that, once trained, the committee can add salt to the dishwasher when doing the monthly maintenance check.

ACTION: Committee members to add salt to dishwasher when doing the maintenance check list in future.

Speakers

The sound system is old and may need to be replaced if it can't be fixed.

ACTIONS:

SW to contact Sounds of Frome – get the system looked at
SCh to look for the keys for the sound system, labelled AMPLE

Projector

RS updated that we should get the sound system sorted out first

Booking clash

There are no more clashes with the main hall now so it was suggested to change the time of the meetings from January 2025

ACTION: SC to add to future agenda

3. Maintenance.

4. Events

Safari Supper

ACTION: SCh to talk to Jemma

Pantaloons 9th August JH

The banner has been ordered. RS has uploaded info to “Nub It” and “The Frome Directory”. The show will go on even if only a few tickets sold which makes it accessible to those who want to see what the weather is doing and/or just buy tickets on the door. SC suggested advertising in the Frome Times. Food needs to be organised when numbers are known. RS suggested printing flyers to hand out at the Lunch Club and WI this week etc.

ACTIONS:

SC to send FT advertising rates to JH

RS to print flyers for Lunch Club and WI

5. Facebook/ Network. JH

No Network in August

6. AOB.

Replacement chairs for the Clifford Suite RS

Collect Eco are giving away a number of chairs for approx. £100 delivery charge. LH asked if the fabric is fire-retardant. The committee agreed to buying them if the fabric is fire retardant.

ACTION: RS to ask if the fabric is fire retardant and if so, go ahead and buy them.

Main hall curtains SCh

The curtains are thin and tatty, and SCh would like to replace them. The committee agreed. The stage curtains are ok but need fixing.

ACTION:

SCh to research cost of replacing the curtains

LH to research hooks for stage curtains

Weeds in the carpark

ACTION: SCh to sort out the weeds in carpark

7. Next meeting

12th August