

**BREDFIELD VILLAGE HALL MANAGEMENT COMMITTEE**

**Refurbishment Sub-Committee Meeting**

**Held on**

**Monday 3 November at 7.30pm in the Church Hall**

**MINUTES**

**Attendees:**

**Officers:** Keith Derham (Chairman), David Hepper (Treasurer), Jane Talbot (Secretary)

**Elected Members:** Tim Keats, Marc Coker

**Co-opted Members:** Tony Bence

**Apologies:** Andy Barker

**1. MINUTES OF THE LAST MEETING**

Minutes of the last meeting, held on Wednesday 13 October 2013, were approved.

**2. MATTERS ARISING:**

No matters arising.

**3. WINDOWS AND DOORS**

Andy Barker has been asked to quote for work required to maintain the kitchen and, toilet windows and main doors as they were not replaced with the others. Marc has offered to accompany Andy outlining the requirements.

Tony thought there were some tins of Sadolin that could be used to keep down costs.

**Action: Marc to liaise with Andy**

Tony Bence reminded us that the sill of the main doors was going to be cut out and replaced ready for the ramp.

**4. BLOCKING OF STORE DOORS**

Andy Barker to provide a quote for blocking up the doors. It was suggested that some trellis work with flowers could be added to hide the difference in brick colours.

**Action: Marc to liaise with Andy**

**5. DECKING**

After discussion it was decided that decking was not a good idea, it would need maintaining and could become dangerous when wet. Once the store doors had been blocked we could look to update the paving slabs.

6. **SHED**

It was decided that Tony would provide Marc with the details of the shed he has been looking to purchase to see if Marc could build something better for a similar price. Tony wanted a shed big enough to house the mower and felt that windows were not necessary.

**Action: Jane to liaise with Tony for the link relating to the shed**

7. **DISABLED RAMP**

Tony and Tim to cut out the threshold of the sill in the double doors ready for the ramp. Marc would then concrete in the ramp after working out the fall.

**Jane to liaise with Tony and Tim as to timing before Marc concretes ramp**

8. & 9. **BILLY RICHARDSON MEMORIAL PLAQUE AND DISPLAY CABINET**

It was decided that a date would be arranged for interested parties to look at the current memorabilia in the foyer with a view to perhaps repositioning some of it to enable the plaque and the display cabinet to be situated in the foyer.

**Action: Keith to arrange the viewing in due course**

10. **SIGNS**

It was felt that possibly two signs should be fixed to the outside of the village hall showing where the other toilets are located for people using the field. These signs could perhaps be purchased from e-bay and Marc was happy to fix to the wall. Tony would need to make sure that access to these toilets was mowed regularly.

**Action: Tony to source the signs**

It was decided that signs stating 'No U Turns' in the village hall car park would not be adhered to, and thus would not prevent displacement of gravel. Tony mentioned that he had often seen locals using the car park to turn their cars around. It was tentatively agreed that direct approaches could be made to them directly.

Marc has an old Victorian post which could be erected with signs and positioned in the car park showing the location of the village hall.

It was also felt that the sign showing where the shop was could incorporate the village hall and Keith suggested that David speak directly to Tony Bishop about this.

**Action: David to talk with Tony Bishop**

11. **TREE LOPPING**

Following on from the Village Hall Management Meeting when Tony Bishop mentioned that it had been pointed out to him that the tree near the village hall would benefit from some maintenance work it was decided that Jane would talk to the tree surgeon who had suggested this to obtain a quote.

**Action: Jane to speak to tree surgeon**

12. **CAR PARK**

Keith was still awaiting the quote from EFM and thought that meanwhile a working party to move some of the gravel from the sides to the middle of the car park would be a good idea.

**Action: Tony to advise when a working party is needed**

13. **PLAY AREA**

David thought that Polly was still waiting to hear whether her grant application had been successful. Keith felt that once work started it would be good to offer Management Committee services. Marc and Andy Barker had already offered to help prepare the ground work and Marc said his company had offered to donate a machine for a weekend to help with digging out the area before the equipment was delivered.

There being no further business the meeting closed at 8.20pm.