BREDFIELD VILLAGE HALL & PLAYING FIELDS

MANAGEMENT COMMITTEE MEETING

HELD ON

Wednesday 12 October 2011 at 7.30pm in Bredfield Village Hall

MINUTES

Attendees:

Officers:	Keith Derham (Chairman), David Hepper (Treasurer), Jane Talbot (Secretary)
Elected Members:	Rowland Irving, Tim Keats
Co-opted Members:	Tony Bence
Representatives of Village Organisations:	Sheila Woods (Over Sixties), Urda Hurst (Ladies Group), Ann Bradlaugh (Bowls Club), Nina Nicholson (PCC and Tennis Club), Roswyn Bradshaw (Play Area)

Item 1 - Apologies

Representatives of Village Organisations:	Denise Causier (Social Events and Fund Raising and Play Area), Lucy Bence (BADS), Tony Bishop (Shop)
Co-opted Members:	Paul Cannard

The Chairman introduced and welcomed the new Hon. Secretary.

As Denise was unable to attend this meeting, Roswyn Bradshaw kindly stepped in at short notice to talk about the Play Area. To facilitate this, item 7 was taken first.

Item 7 - Play Area

Until now the group has been working aside from the VHMC without formal status but Roswyn was able to report that Denise has now kindly offered her services as Chairperson for the Committee This is now a subcommittee of the VHMC, Paul Cannard having handed over the Chairmanship of the former VHMC play area sub-committee. Tim Keats and Tony Bence indicated their willingness to serve on the new sub-committee.

Roswyn advised that a coffee morning in September had raised £317 and Tony Bishop kindly offered a donation from the Shop up to the value of £100. Another coffee morning is being arranged for 10 December.

The current idea is to establish some funding and then consider what equipment can be bought and meanwhile gauge how much support the village is prepared to offer and how best to move forward. This could be something of a ‘chicken and egg’ situation.

A survey has been sent to the village children. There are currently 46 children under the age of 16 split between 22 households. The survey will hopefully tell what activities the children might like and help to decide what equipment and expense will be necessary. Until now, only nine replies have been received.

Denise is keen, going forward, for there to be a natural playing environment with wooden tree trunks and willow tunnels which can be sourced cheaply, perhaps as an interim measure. A play area supplier has visited the site and given an estimate of between £40,000 and £50,000 for new equipment which is just not feasible. It is therefore necessary to scale down ideas.

Denise will arrange a formal meeting to try and progress the planning.

It was also suggested sending a survey to grandparents in the village to seek their views on the play area and possible fund raising ideas. As we are unsure of exactly who the grandparents are, David suggested advertising in the Lantern.

Money raised so far has been handed over to the VHMC Treasurer. Although not held in a separate account, the Treasurer will ensure that it is recorded separately.

There was a concern about the split between fund raising for the refurbishment of the Village Hall and of the Play Area. This will be addressed on an ongoing basis .It was noted that Denise chairs subcommittees for both purposes.

Roswyn will try to be clear when advertising that her events are solely for the Play Area. She aims for each member of the Committee to come up with a fund raising idea and to go forward with it.

The sub-committee will apply for grants and Mrs Derham will help with applications. Rowland suggested approaching Suffolk ACRE (Action with Communities in Rural England) for advice and information. Roswyn has already approached Suffolk Association of Voluntary Organisations (SAVO). Care is needed to avoid conflict in applications between Play Area and Refurbishment projects.
Tony Bence made a point that play area running costs also needed to be taken into consideration, bearing in mind that the now non-existent BDCC used to underwrite these costs.

Roswyn raised the issue of the land at the other end of the village David said that the Village Plan group will be looking at this matter in the next few weeks, but assured us that there would be no effect on the current play area project.

Roswyn asked other Committee members opinions about improvements to the play area; Keith was pleased to see such enthusiasm for this project.

It was agreed that Roswyn and Denise would meet with potential members of the Committee and Denise would report back about possible fund raising. Roswyn would put the piece in the Lantern about contacting grandparents. Donations could be sought from the village.

At this point Roswyn left the meeting.

Item 2 - Minutes of the last Meeting held on Monday 21 February 2011

The minutes were approved and the Chairman signed them as a true record.

Item 3 - Matters Arising: None

Item 4 - Chairman's Report

Following the AGM, the Rates Review group decided on a general increase of 5%.

It was unfortunate that Sue Tilley handed in her resignation but Jane Talbot has now been found as a replacement.

Curtains and crockery have now been replaced

Oil tank security –Tony Bence is looking further into electronic alarms.

Sue Arbon (formally Mothers Union representative) has declined to continue as a Committee member but will be happy to help with various functions.

Music Licence, from the 1 January 2012 we will have to pay for a licence to the Phonographic Performance Limited as well as Performing Rights Society and this will add around £50 per annum.

There has been discussion with the shop about utilising the Village Hall telephone line for electronic payments systems. Tony Bishop continues to investigate this, but the need is less urgent now that the banks' proposals to abolish cheques have been scrapped.

Potential problems with "travellers" have resulted in various entrances to fields in the village being blocked off. Someone has offered to park a Land Rover in the entrance to the playing field should it be required. It was felt that should anyone arrive uninvited the authorities would be supportive in their removal as it is an active local playing area.

Item 5 - Treasurer's Report

Funds currently available	Current Account	£2,806.14
	Savings	£1,770.73
	NS&I	£5,046.51
	Total	£9,623.38

These figures include the money raised by the Play area group.

So far this year we have raised £1,006.66. We have received £300 in donations from other organisations (Ladies Group and Village shop). No major expenditure apart from usual utility bills and caretaker's expenses.

Item 6 - Refurbishment Re-evaluation

At the meeting of 22 June it was discussed whether tables should be replaced, it was decided that the tables are popular with current users but they could be tidied up a bit and one more of the light weight trestle tables be added. Tony Bence is going to refurbish one

table and see how it looks and also look at acquiring circular table tops. Tony has produced a status report for windows and doors, the windows are not in great shape so we hope we can maintain and repair them as replacing them could cost as much as £15,000.

Rowland suggested replacing on an ad hoc basis rather than all at once, Keith agreed and suggested that the window furniture should be purchased in one go so that all windows would have the same finish.

Urda asked about the back door, and it was noted that the subcommittee had already recognised that doors had a higher priority for security reasons.

Nothing needs doing urgently in the kitchen other than replacing some wall tiles and repainting. We need to budget for the eventual replacement of fluorescent lights in the main hall through obsolescence, but in the meantime Tony Bence has built up a stock of spare tubes.

Item 7 – Play Area

The Play Area was discussed again in the light of Roswyn's earlier report. Keith was concerned to get the balance right for the fund raising of the Village Hall and the Play Area but it should not be seen as a competition and the enthusiasm for the members of the Play Area Committee should be encouraged.

Tony Bence thought the questionnaires were a good idea and recognised the difficulty in drumming up interest when funds are not readily available. The questionnaire to the children was done in such a way that it did not give the impression that whatever the children might like would suddenly appear in the Play Area.

Nina mentioned the basket swings were not seen as a good idea because of potential noise problems..

Tony Bence was unsure about the natural play area purely from a health and safety view point.

Action Point: Keith and David to speak with Denise about general fund raising for the Play Area, this was agreed by the Committee.

Item 8 - Social Events and Fund Raising

Denise was unavailable to report.
Quiz nights were discussed and Anne is going to talk to the Landlord at the Cherry Tree in Woodbridge so see whether the quiz master he uses would be available for us.

Item 9 - Any other business

Electronic publication of minutes
It was decided that after meetings, once the Chairman was happy with the draft minutes, these would be passed to Tony Bence, in their unapproved state, so that he could put them on the website

Mobile Post Office

Tony Bence has been advised that Waldringfield now has a mobile post office that comes to the village, as does Ufford. It was decided that Tony would investigate this. The Post Office makes a payment of £20 a visit to park in Waldringfield, and this was perceived as a potential income flow for our Village Hall This extra service could possibly encourage more people to the Village shop. Nina suggested, that if this should happen, that information should be circulated in the village, perhaps via the Lantern.

Action Point: Tony Bence to investigate the possibility of the Mobile Post Office coming to the Village Hall car park.

There being no further business the meeting closed at 8.45pm.

Item 10 - Next Meeting

The next meeting will take place on Thursday 16 February 2012 at 7.30pm in the Village Hall.