



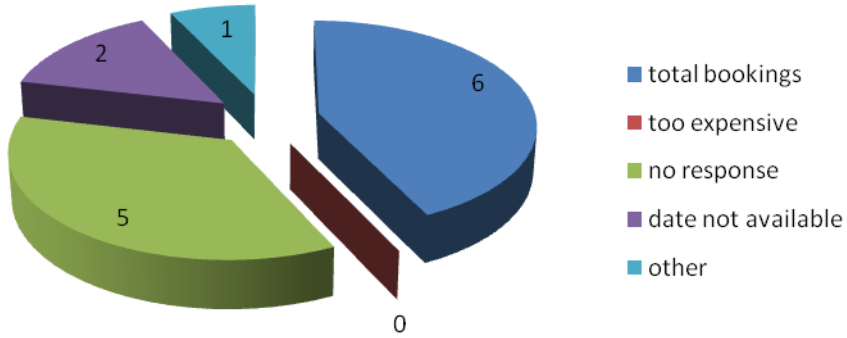
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Bluntisham Parish Council
Minutes of the Hall Management Committee (HMC) Meeting
Monday 8th September 2014 at 8.00 pm at Bluntisham Village Hall

Present: Mr Roly Searle, Mrs Joan Gutteridge, Mrs Kathy Searle, Mr David Gedye, Mr Frank Hudson, Miss Emily Godfrey, Mr Robin Carter, Mrs Tracey Davidson (Clerk)

	Open Forum. No members of the Public	Action
807	Declaration of Interest for items on the Agenda – None.	
808	Apologies for absence – Mr Nick Mair	
809	Minutes of the meeting dated 14th July 2014 to be approved and signed - Minutes approved and signed by the Chairman. (<i>Proposed Mrs Joan Gutteridge, Seconded Mr Frank Hudson. All agreed</i>)	
810	Matters arising from previous minutes – Nick Mair emailed to advise he hadn't time to repair the basketball hoop. It was agreed following the Health & Safety advice that the sensible option was to remove the hoop. The Clerk is to do a sign advising of the removal and why it has been removed and David Gedye is to speak with Joe Parker and remove the hoop.	DG/Clerk
811	Finance: a) FY2014/15: review bookings v cost for year to date. The Clerk advised bookings were down, and it was unlikely we will meet the projected budget figure. However, expenditure is also below target so it is hopeful the accounts will break even by the end of the year. This week the clerk has received several booking enquiries. (<i>Proposed Mrs Joan Gutteridge, seconded Miss Emily Godfrey, all agreed</i>)	
812	Hall Maintenance: a) Potential Rising damp – outside slabs update. Mr David Gedye has filled in levelled off and put stones around the hall to reduce the risk of rising damp. This has all been carried out free of charge. The Chairman thanked Mr David Gedye for his efforts. b) Health & Safety report – it was agreed to remove the basket ball hoop. Mr David Gedye has replaced the soil around the shelter to fill the hole and at the moment the badger hasn't dug it out. Mr David Gedye will keep monitoring and fill when necessary. c) Leaky Guttering – This is still outstanding. Mr David Gedye is to speak with Joe Parker and get this repaired before the bad weather sets in.	All DG
813	Village Hall Management: a) Update on hall issues as required –Mrs Kathy Searle advised she is going to carry out a fire alarm test this week to refresh her memory in order to carry out this task during the Caretakers leave.	KS
814	Hall Enquiries & % of bookings made: As agreed at the last meeting the graph below shows the enquires and bookings made in the past 2 months. See below, all agreed this is a fairly reasonable take up v enquiry. The clerk is to chase those enquiries which haven't resulted in a booking.	

	<p style="text-align: center;">Village Hall Enquiries -July - August 2014</p>  <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Category</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>total bookings</td> <td>6</td> </tr> <tr> <td>too expensive</td> <td>0</td> </tr> <tr> <td>no response</td> <td>5</td> </tr> <tr> <td>date not available</td> <td>2</td> </tr> <tr> <td>other</td> <td>1</td> </tr> </tbody> </table>	Category	Count	total bookings	6	too expensive	0	no response	5	date not available	2	other	1		
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815	<p>Hall Management – Terms of Reference – The question continuing to be raised is around the definition of land. It was agreed the committee is responsible for the hall and land excluding all hedges, trees and benches. Concern was raised around the lack of lights in the garage store. The Clerk is to investigate the costs of reinstating the lights in the garage to make it safer. It was agreed to have an agenda item for future meetings to identify and develop a 5 year plan for the park and facilities. The Clerk is to update the TOR and circulate. <i>(Proposed, Mrs Joan Gutteridge, Seconded Mr Frank Hudson. All agreed.)</i></p>		Clerk												
816	<p>Change of Telephone & Broadband Supplier – The clerk updated the committee with the change of supplier which took place mid August. The new Wi-Fi code is on display and no interruptions were experienced during the switch over. The outstanding bill from BT has been paid and savings will start to show on future accounts.</p>														
817	<p>Blasters annual rent of pavilion – The running costs of the pavilion were shared and it was agreed that due to an increase in costs and a substantial loss on the previous year the rent should increase to £750 pa. It was noted that this fee covers unlimited use of the pitches, unlimited use of the pavilion and use of the village hall for a presentation ceremony. All other pitch hire and hall hire prices were increased on 1st April 2014, so all clubs have had to absorb an increase in fees for 2014. It was agreed that the same terms of hire should be maintained which include the Blasters are responsible for keeping the pavilion clean and tidy, the toilets clean and respectable. All maintenance is covered by the HMC and PC. <i>(Proposed Mrs Joan Gutteridge, Seconded Mr David Gedye. All agreed.)</i></p>		Clerk												
818	<p>Any other matters for consideration - The Clerk is to contact David Chandler about the trees overhanging the roof of the pavilion. Cllr Robin Carter asked about the WREN application and the long term maintenance of the pitches. The clerk advised that a very competitive quote had been received for weed spraying & fertilizer to the whole site, which is taking place on 10th September and further maintenance including seeding and aeration will be reviewed in the spring if needed. Mr David Gedye has cleaned and made a display case for the old school bell. It was agreed that the box, with glass on the inside is a great way of displaying the bell. This will also be mounted on the wall in the village hall foyer with an explanation of its history. He also showed the latest display poster for the fire hooks. It was agreed that an A3 display is ideal and the Feoffees have agreed to pay for the frame. Mr David Gedye is to action fixing the bell onto the wall, taking into consideration the height and any H&S implications due to the box sticking out from the wall.</p>		DG												
819	<p>Date of next meeting. Monday 10 November 2014</p>														

Meeting closed at 9.24pm