

**BROOMFIELD VILLAGE HALL CHARITY MANAGEMENT COMMITTEE**

**Members of the Broomfield Village Hall Charity Management Committee**, you are summoned to attend a meeting to be held on Monday 7<sup>th</sup> June 2021 at 7.00pm for the transaction of business as set out below. Members of the public are invited to attend via Zoom at

Join Zoom Meeting

<https://us02web.zoom.us/j/82645145163?pwd=S3hDampramU3QkJuTjNWckE2QmE5QT09>

Meeting ID: 826 4514 5163

Passcode: 474112

*Mark Hembury*

Mark Hembury  
Clerk to the Council  
2<sup>nd</sup> June 2021

<b>VH21/81</b>	<b>Members attending</b> <b>To receive</b> apologies for absence and note members attending
<b>VH21/82</b>	<b>Declarations of interests</b> All members are reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her about it.
<b>VH21/83</b>	<b>Minutes of previous meeting</b> <b>To approve</b> the minutes of the meeting held Monday 10 <sup>th</sup> May 2021
<b>VH21/84</b>	<b>Financial Matters</b>
<b>a.</b>	<b>To note</b> the monthly financial reports for May 2021
<b>b.</b>	<b>To consider</b> a quote from J D Harris Electrical for replacement of faulty emergency light.
<b>c.</b>	<b>To note</b> the quote from PES for repair of the boiler fault, and <b>to further note</b> the quote was approved after being circulated by email to the committee as it was necessary the work be carried out without delay
<b>VH21/85</b>	<b>To receive</b> a report on current bookings and to discuss changes in covid restrictions and requirements
<b>VH21/86</b>	<b>Village Hall Maintenance</b>
<b>a.</b>	<b>To note</b> the Village Attendant has cleared the Village Hall gutters
	<b>To note</b> the failure of the boiler pressure valve and repair by PES
	<b>To note</b> an issue with the main door opening motors and

	that Camview have attended to rectify this and <b>to consider</b> a quote from Camview for an annual service of the doors
<b>VH21/87</b>	<b>Health &amp; Safety</b>
<b>a.</b>	<b>To receive</b> Health & Safety reports and Fire Risk Assessment
<b>b.</b>	<b>To note</b> the pedestrian walkway markings have been completed
<b>VH21/88</b>	<b>To receive</b> a verbal report regarding the proposed Multi Use Building
<b>VH21/89</b>	<b>Children's Cycleway</b>
<b>a.</b>	<b>To receive</b> a verbal report on the children's cycleway
<b>b.</b>	<b>To consider</b> quote received from JCM for work to be carried out to level the ground adjacent to the cycleway
<b>VH21/90</b>	<b>To consider</b> quote received from JCM for work to be carried out to level the area around the MUGA and outdoor exercise equipment
<b>VH21/91</b>	<b>To consider and approve</b> quotes for replacement cycle racks
<b>VH21/92</b>	<b>Village Fun Day</b>
<b>a.</b>	<b>To receive</b> a report on preparations for the Village Fun Day
<b>b.</b>	<b>To consider and approve</b> the Risk Assessment for the Village Fun Day to be held on 11 <sup>th</sup> July 2021
<b>VH21/93</b>	<b>To consider</b> quotes for a bench to be situated at the far end of the cycleway
<b>VH21/94</b>	<b>To consider</b> a request from a resident for a memorial bench or tree to be situated on David Smith field
<b>VH21/95</b>	<b>To receive</b> a verbal report on the outcome of a mediation meeting held on 2 <sup>nd</sup> June 2021 attended by representatives of Chelmsford City Council, Broomfield Parish Council, Broomfield Village Hall Charity, Angel Pavilion and Broomfield Football Club
<b>VH21/96</b>	<b>Items for next agenda</b>
<b>VH21/97</b>	<b>Date and time of next meeting.</b>