**Broomfield Village Hall Charity (301266)**

Minutes of the Broomfield Village Hall Charity

Tuesday **23rd April 2019** in Broomfield Village Hall

1. Present; Cllrs Jones, Mercer

1. Apologies for absence were noted for Cllr Garwood

1. The minutes of previous meeting held on 11th March 2019 were noted

1. Finance review
   1. Finance report for March 2019 was noted. There are amendments to be made in coding for salaries and income.
   2. Fundraising / community events.

Essex and Herts Air Ambulance event has raised £800

* 1. Potential event to commemorate the opening of the cycleway

Cllr Jones is looking for a date that does not clash with other events. Enquiries are being made of local celebrities and dignitaries who may be available for the event – proposed date in July.

* 1. Insurance renewal. Continue with existing insurer provided the same conditions can be offered. Alternative quote sought from Zurich. Renewal date 1st June 2019.

1. Maintenance
   1. Replacement fire door. Update

The hirer has offered to pay using their insurance as the excess will be cheaper.

* 1. Replacement blinds.

Roller blinds fitted

* 1. Redecoration

Date to be arranged with Village Attendant.

* 1. External lighting

Quotes are being received for conversion to LED and update control circuitry.

1. INFORMATION:
2. The monthly Health and Safety Report was noted.
3. To consider security arrangements.

Clearview to quote for moving the barrier.

Having granted permission to access the site for building The Committee noted the damage

1. To consider granting permission for funfair.

The Charity will not allow funfairs or commercial events on the fields.

1. Staffing update

The requirement for caretaking cover is still outstanding, and a resolution is still being sought.

1. Projects
   1. The defibrillator will be placed on the front wall facing the MUGA.
   2. Adventure cycleway-

Work commenced 24th January. Completion May 2019.

1. Items for future meetings.

Car park surfacing.

1. Date of next meeting

Monday 3rd June 2019