

Brettenham Village Association (BVA)

Monday 19th April 2021, 7.30pm

Held via 'Zoom'

1. Welcome from Pete Knight as Chair. The Chair once again thanked Peter Truin for the use of his personal Zoom account for the meeting.
Present: Pete Knight, Lizzy Keoghane, Peter Truin, Greg Potter, Mark Baker, Paul Bendall, Gary Roberts, Julie Ozficipi, Ozzie Ozficipi, Katrina Kearns, Dave Pearcy, Emily Woods, Lindsey Collings, Lynne Golding, Beverley Cronk, Carrie Dye, Martin Dye, Annie Tavener, Hugh Rivington, Jo Hart, Martin Schofield.
Apologies: Ray Latimer, Janyne Latimer, Steve Chalk.
2. Review of minutes of last meeting and matters arising:
 - Checking of BVA accounts – the insurers have expressed no concerns about the current checking processes for the accounts, so we will continue with current arrangements (Nick Tavener has confirmed he is willing to continue). **Mark Baker to approach Roger Bere to check if he would be willing to check over the accounts should Nick be unavailable.**
 - Neighbourhood Plan - Emily Woods provided a progress update with the Neighbourhood Plan on behalf of the Parish Council. A draft residents survey has been developed and should be finalised by the end of April. This will hopefully primarily be completed online, with a hard copy delivered to residents if required. There are working groups for various Plan themes, although the work of these groups will start in earnest after the survey has been undertaken.
3. BVA Officer Reports:
 - a) Treasurer (finance report for 2020/21 circulated with the agenda). Income for the year exceeded expenditure by approx. £5.3k, although this was primarily due to receipt of the Covid-related government grant of £10k. Very little other income for the year apart from Bigger Ernie subscriptions of £1,070. The major items of expenditure were costs associated with the toilet leak and subsequent repairs and other associated expenditure (e.g. extra electricity costs for the dehumidifiers). Much of this will be claimed on insurance, although there will undoubtedly be a gap. The Chair expressed his thanks to Councillor Robert Lindsay for his locality grant for the replacement toilets (yet to be received from Suffolk County Council). The other major item of expenditure was the BVA contribution to the water supply on the village green and the Christmas Tree. The Chair asked about the BVA contribution to the village magazine of £300, which was claimed in 2020/21 but not the previous year. **Emily Woods agreed to check this with the Parish Clerk.** Overall BVA finds currently stand at £26,356.62.
 - b) Bookings – Katrina Kearns confirmed she has contacted all regular hirers re potential plans for recommencement of bookings. Art Class is hoping to restart at the end of May once the floor is sorted. Pilates is likely to restart at end of June, but only on a Saturday. Yoga Class might switch to a daytime session, but no firm plans as yet. No plans for Whist or Zumba to restart at the moment. There is a potential family party booking for October, and a whole weekend booking for a wedding 29-31 July 2022 (including marquees on the

playing field).

c) Bigger Ernie – The Chair related an update from Ray Latimer. 179 subscribers for 2021, two more than last year. 130 paid by bank transfer, 38 paid by cash, and 11 paid by cheque. The Treasurer opened a new bank account for people to make bigger Ernie electronic funds transfers, paying in cash and cheques as well. This has made it easier to reconcile the number of subscriptions versus number of payments into the bank account. In terms of prizes, there will be a summer bonus of £200 and a Christmas bonus of £200 (prizes: 1st £100, 2nd £60, 3rd £40). The Chair thanked Ray for his excellent work during his time as Bigger Ernie Co-ordinator.

d) Bar Manager – Peter Truin updated the meeting on bar matters. There was only one event held in 2021, the village inn held on the playing field in August between lockdowns. There was a dramatic drop in income from bar sales compared to the previous year, although some income was raised from the sale of remaining bar stock.

e) Caretaking Team – see item 5 below re flooring. Gas and PAT safety checks are due – Paul Bendall to co-ordinate. Other tests (fire, water etc) all completed. All alarms are working fine and emergency exits all operating fine too.

f) Trustees - Paul Bendall advised that the Land Registry has identified an issue with regards to registration of the village hall title deeds. Paul is liaising with Nick Tavener to investigate the issues, but a subsequent application may be required.

4. Bigger Ernie Co-ordinator:

To date there have been no expressions of interest to take on the role for 2022 following Ray Latimer's decision to resign from the role. **The Chair will continue efforts to try to identify a volunteer for this critical post.**

5. Village Hall Matters:

- Toilets and floor replacement – Paul Bendall reported that the old wood floor has now been removed and the good news is that the floor underneath is now fully dry. The new floor and skirting boards should be able to be laid as per the original timescale, which all work hopefully completed by the end of April. The floor should be able to be used from that point onwards, although there is likely to be need for some redecoration following the installation. There is likely to be a shortfall of around £2,500 in the insurance claim but this is not confirmed. Dave Pearcey has already replaced the toilets in the gents' and ladies' toilets.
- Deep clean – a deep clean of the village hall will be required as a result of the building work and post-Covid. **Peter Truin to liaise with Amy Osborne re undertaking the deep clean and Paul Bendall to arrange dry cleaning of curtains.**

6. Future BVA and village events:

- a. Events Steering Group update – there has been little interest in people volunteering for this to date. It could be that this role has been misunderstood, and so further efforts will be made to convey what is involved. Paul Bendall offered to assist Greg Potter with event planning.
- b. Summer Fair, 17th July – Annie Tavener provided an update on plans for the Summer Fair which will run along the same lines as usual in conjunction with the

Gardening Club. There will be various stalls, games/competitions, and potentially an art exhibition. Refreshments will be available, the bar will be open, and there will be a BBQ. It was agreed that as per the previous event, the PCC would pay for the hall hire but would retain any profits (including bar profits).

- c. Apple Day, 26th September – Pete Knight reported an update on plans to date provided by Jane McDonald. Again, this will be run along similar lines to previous years with apple pressing for Gardening Club members on the Saturday and a more community-wide event on the Sunday. On the Sunday, the bar will be open and other refreshments available. Further updates will be included in the magazine.
- d. Quiz Night, 27th November – Pete Knight and Martin Schofield offered to run another quiz. Supported.
- e. Christmas Eve Village Inn, 24th December – Pete Knight and Emily Woods offered to open the bar for a few hours as per previous years. Supported.
- f. New Years' Eve, 31st December – Greg Potter confirmed that a band (Loxley's Corner) has been booked for this.
- g. Village Inns – the pros and cons of recommencing regular Friday and Sunday Village Inns was discussed at length. General support for this, although less certainty about the possibility of cooking at Friday Villages Inns. One option is to get outside caterers in (e.g. fish and chip van, pizza oven), so this will be looked into, plus use of BYO BBQs. Support for making the most of the good weather in the summer and maximise use of the playing field. The bar will need to be re-stocked for events. The following schedule for the next few months was agreed:
 - Saturday 26th June – post-lockdown 'big gathering' in the afternoon/evening, mainly on the playing field.
 - Sunday 18th July (day after Summer Fair)
 - Friday 6th August
 - Sunday 22nd August

7. Proposed BVA Donation to the Church

Annie updated the meeting with a proposal from the PCC we use of the proposed donation from the BVA to the Church of up to £500. The proposal is to use the funds for tree pruning for trees in the churchyard and church car park. This was supported and the funds will be transferred once requested by the PCC.

8. AOB:

- Hugh Rivington extended thanks to Pete Knight for his hard work over the past year, especially the regular village emails.
- Peter Knight reminded members that Wi-Fi and Bank Card Readers will be available for use at future events post-lockdown.

9. Date of next meeting:

Monday 14th June 19:30 via Zoom. This will be a two-part meeting: Annual General Meeting (AGM) and Ordinary Meeting.