

Brettenham Village Association (BVA) Meeting
Monday 4th October 2021, 7.30pm
Brettenham Village Hall

Minutes

Present: Pete Knight, Lizzy Keoghane, Greg Potter, Peter Truin, Mark Baker, Paul Bendall, Julie Ozficipi, Ozzie Ozficipi, Lindsey Collings, Val McGuill, Gary Roberts, Martin Schofield, Larry O'Hara, Steve Chalk

Apologies: Emily Woods, Carrie Dye, Katrina Kearns, Dave Percy, Grahame Moulding.

1. Minutes from previous meeting - held on 9th August 2021 and matters arising

- Peter Truin asked to roll forward his action from the last meeting regarding the arrangements for Greg Potter to become an additional bar licence holder.
- Katrina Kearns to publish prices of village hall hire in the village magazine and on the village website.
- Pete Knight thanked Grahame Moulding for purchasing and installing 2 more parasols on the rear of the village hall.
- Pete Knight thanked Julie Ozficipi for sorting out and washing the tea towels.
- Pete Knight has talked to Chris Clarke re parking down Park Farm Lane past car park point at the summer fair. Chris is aware and signage will be arranged by the Parish Council.

2. Reports

a. Treasurer

Insurance money of just over £12,000 relating to the toilet leak damage has been received. There was a net shortfall of c£2300 shortfall primarily a result of the use of a more expensive flooring company. BVA funds at end September 2021 stand at £31,170.14. Income from hall hire is down, but bar sales are increasing again as more events are held.

b. Booking Clerk

Art class is our only regular booking at the current time, and it seems unlikely any of the other regular weekly bookings will continue. On 26th October a walking group will make use of the car park, and will make a donation to BVA funds.

c. Bigger Ernie Coordinator

About to start working on subscriptions renewals for 2022. Emily Woods to meet with Ray Latimer for a formal handover.

d. Bar Manager

Bar has been going well now events have started up again. Additional power points are needed for the card readers. Need a new bar assistant to assist with stock purchasing (beer, soft drinks, crisps etc). **Action: Pete Knight to seek a volunteer through magazine piece. Action: Peter Truin and Pete Knight to develop a bar stock checklist system.**

e. Caretaking Team

Weekly checks ongoing and not revealing anything of significance. No apparent damage from the July flooding. Paul Bendall is stepping down from the

Caretaking Team on 15th October; the Chair offered his thanks to Paul for all his efforts whilst on the caretaking team.

f. Trustees

Discussion with Land Registry re Title registration continues. BVA ideally needs to be registered as a charity with the Charity Commission, to vest Village Hall Title with the Official Custodian rather than the current Trustees. Larry O'Hara has had dealings with the Charity Commission in the past so offered to help Paul Bendall, Mark Baker and Nick Tavener investigate and update at the next meeting. Structural survey of the village hall is due next year.

3. Village Hall Matters

a. Cleaning arrangements update

Tom Coomber has taken over the cleaning role from Molly, and is being monitored for the first few weeks by Rachel Coomber. **Action: Mark Baker to look at pay rates for the cleaner with a view to this being reviewed at a future meeting.** A lot of the weekly village check jobs have passed from Paul Bendall to Greg Potter so Greg will be the main point of contact for Tom.

b. Redecoration phase two

Kitchen and toilets to be redecorated as previously agreed. Date to be agreed with Jan Davis.

c. Reorganisation of the container

Pete to organise meeting of sorting group in the Spring.

d. Cleaning of chairs and tables

Darren Auld is coming to clean the chairs tomorrow (5th October).

Action: Pete Knight to have a first go at cleaning the tables.

e. Audio-visual equipment

Larry O' Hara gave an update on some of his initial findings with regard to the potential acquisition of some audio-visual equipment for the village hall. A "Cinema for all" arrangements would require a projector, a mobile screen, a sound system and a Blu-ray player, which would cost in the region of £3171.00. Another option could be a large screen TV which could be used for events and possible screening of sports, films etc. A public entertainment licence would be required for this (£150 per annum), and the wi-fi would probably need to be upgraded. **Action: Pete Knight to contact Hughes in Stowmarket to see advice on options. Action: Greg Potter to find out the cost of the Broadband upgrade.**

f. Any other village hall matters

Non-closing fridge has been fixed, but need to keep an eye on it in case the problem with the seal reoccurs.

4. Review of Recent BVA and Village Events

a. Friday and Sunday Village Inns

- Two Friday Village Inns held since the last meeting. September VI numbers were quite low. October was very busy with the Mobile Pizza Co in attendance; very busy in the bar as a result.
- Sunday Village Inns ticking over.
- SumUp card reader charges are 1.69% per transaction.

b. Apple Day – very successful and well attended

5. Future BVA and Village Events 2021

a. Friday and Sunday Village Inns

Friday 5th November and Friday 3rd December; Sunday 21st November and Sunday 19th December. Ideas for food for Friday Village Inns being progressed, but any suggestions welcome. Pete Knight is also checking with previous chefs about their interest in providing food in 2022.

b. Quiz Night – Saturday 27th November. Plans proceeding well, and Craig Clarke has agreed to operate the bar. “Young Minds” is the chosen charity this year.

Action: Pete Knight to send an email re raffle prizes.

c. Christmas Eve Village Inn – Friday 24th December. Pete Knight and Emily Woods offered to run the bar again, from 2.30-6.00pm (pre-carol service).

d. New Year’s Eve Party – Friday 31st December. There hasn’t been a huge amount of interest so far, so decision made to stand down the band. **Action: Greg to check if the band will do NYE 2022 instead.** Agreed to just open the bar for drinks anyway. **Action: Peter Truin to check if Amy Osborne will work behind the bar.**

6. Ideas for village events 2022 (including Queen’s Jubilee celebrations)

- Summer Fair and Apple Day – hopefully both of these events, organised by the Church and Gardening Club respectively, will go ahead again next year.
- Jubilee celebrations – the Parish Council is considering getting involved with the beacon lighting on Thursday 2nd June (9.15pm). Agreed that the BVA would operate a Village Inn that day (NOT Friday 3rd) to tie in with the beacon lighting.
- Safari Supper – support for this to go ahead Covid-permitting. Emily Woods happy to co-ordinate with support.
- Brettenham v Preston Games – Pete Knight to talk to Richard Martin in Preston about whether we should hold this in 2022.

7. Any Other Business

Pete Knight announced he will be standing down as BVA Chair from May next year.

8. Date and Time of Next Meeting

Monday 17th January 2022 19:30 at the village hall