



West Monkton Parish Council

Brittons Ash Community Hall (BACH) Committee Meeting – 4th October 2022

Present: Cllr B Gage (Parish Councillor and Chairman of BACH), Cllr G Hope (Parish Councillor), Cllr Hazel Ellis (Parish Councillor) M Little (Booking Officer), Tricia Cavil, Amy Shepherd (Clerk) and Kate Welsh (Assistant Clerk Community).

Cllr B Gage welcomed Tricia Cavill as a volunteer to the BACH Committee Group.

1. Apologies

Apologies were received from Cllr P Elliston (Parish Councillor), G Little (Volunteer), Cllr N Cavill (Parish Councillor) and Cllr S Haskins (Chairman of the Parish Council).

Cllr Gage informed the group that Jane and Richard Doble resigned from the BACH Committee Group. R Doble is happy to continue maintaining the defibrillator.

2. To approve the minutes of the BACH Committee meeting on 7th June 2022

The minutes of the meeting on 7th June 2022 were agreed as a true record of the meeting. It was resolved to adopt the minutes of the BACH Committee meeting on 7th June.

3. Matters arising from the minutes

No matter arising

T Cavil asked about recent Thursday booking, this has been resolved.

4. To receive an update regarding bookings

M Little raised that enquiries on the weekend for parties tend to want bouncy castle which means bookings are lower than normal.

Beat 44 Choir, contact Mark Whitford Williams has not been using the hall and we have his key deposit, damage deposit. Clerk to contact M Whitford Williams to ask for return of key before deposit can be returned. Clerk to collect if necessary.

R Doble has returned key to M Little, so there is now a spare key.

B Gage shared a recent enquiry re: choir (contact via Tricia Lugg) for use of the hall in the winter, they will contact M Little if they would like to book.

New Sunday morning booking 8am, fitness class.

Storage Area update from M Little, there has been an improvement in the tidiness of the storage area. B Gage due to put up a sign to ask chairs to be stacked in sets of 6.

Concern about the tables, these need to be strapped up, Assistant Clerk (Community) to monitor this through the week.

Questions from M Little, a Baby Group from Wellington would like to use the hall on a Tuesday however as they are out of area the cost would be £12.50 – group agreed that she would have to pay full price.

Prize Bingo sessions are looking to book the hall monthly on a Saturday, again the group agreed that the £12.50 charge would be applicable to this group.

Clerk informed the group that table tennis group cancelled on the day of Queen's funeral, they would like to donate the money to a local charity. Suggested giving money to Community Fridge, the group agreed to donate the £15 to the CF funds with a view to putting towards purchasing a bench.

Ruishton Youth Football Club use of School Pitch and BACH facilities

Ruishton Youth FC have liaised with WM school to use their pitch, however they would like us to available the toilets and BACH facilities. Clerk shared that they want to use the toilets, lobby and committee room and kitchen. One Saturday a month and they are willing to pay for use of the kitchen and committee room. Would pay for a key and damage deposit and it has been made clear that this would be used if any damage was caused by the group. The group agreed a reduced price where they pay for only 2 hours at £7.50 and £8 for using the kitchen.

Stay and Play Group

Assistant Clerk Community shared the development of a Stay and Play Group which would run on a Thursday morning each week. The group were happy to be offering this safe space to local parents and their children. Assistant Clerk Community raised the storage issue, however with the container due to arrive shortly this may not be a problem. Assistant Clerk Community advised that she would sort through the storage facilities at the BACH to make room. Assistant Clerk Community to keep M Little up to date with start date

5. To discuss storage and keys

Shortage of fobs more than keys, Clerk recently obtained a quote from the company that fitted existing alarm £345.68 (for 50) or £379.08 (for 100 fobs). The group decided to go ahead and update the alarm system with the 50 fob panel. Clerk to check cost of fobs and to purchase a further 10 or 20 dependent on the cost and whether existing fobs will be able to be used on the new panel.

6. BACH Extension update and Storage Container proposal

Cllr B Gage has received a reply from the Diocese and the Academy, they have said they no to the extension on the BACH. Proposal now to purchase a container, where the skip is currently situated. Cllr B Gage has informed school and skip is to be moved before the container is delivered. Surplus chairs will be stored in the container. Container will be shelved. T Cavil explained that Brian Keel fitted out container in the country park, however this was quite expensive. It was decided to wait for the container to come and Cllr S Haskins and Cllr B Gage may be able to do the work. It was also discussed that battery lights (£23 each) rather than fit with electricity would be sufficient.

7. Hearing loop installation update

Hearing loop installation in the committee room has been approved by the PC, it is being installed on the 8/11/22.

8. To receive a finance update

Clerk shared financial update.

Water valves need to be serviced every year, source a local plumbing company for this work. Cllr G Hope to contact local plumber for this work.

Electrical Testing PAT testing, Cllr B Gage informed the group that work was unfinished. Concerns about a wire that may short out on the earth. The Electrician needed the caretaker of the school to gain access to the main electrical area but as it was the school holidays this was not possible at the time. Cllr B Gage to chase to see if they can come back to complete the job.

Cllr G Hope queried balance, current balance £37,599.46 and felt we may need to spend some of this funding. Clerk confirmed that there was an allocation for £500 in the budget for community events. There is also the air source heat pumps, should they fail we have an obligation to pay a percentage or replacement of these pumps so have contingency funds for repairs and renovations in reserves. The school may also come to ask for more funds towards energy price increases. Controls for AC and heating to be put away for the winter.

9. To discuss whether any amendments are required to the Key Holder Agreement or Terms and Conditions of Hire

Conditions of Hire still include COVID, group decided to keep these in for the time being. M Little raised concerns that hirers do not read them because they are long. Clerk to look at reducing to make it easier and display in the BACH.

10. Urgent matters for report

Cllr G Hope suggested that we could have additional storage in the committee room, it was agreed to defer this until we have the container in and see what storage space is needed.

Youth Club take up a lot of storage, K Welsh to look at this when meeting with the Youth Club.

Cllr B Gage shared that the council are looking to put a flag pole outside. Cllr B Gage has messaged the Academy, is waiting to hear back from them. Group to consider paying for flag pole out of BACH funds.

The date of the next meeting of the BACH committee is Thursday 19th January at the BACH.

There being no further business to discuss, the meeting ended at 8.30pm.



Signed Chairman

Date: 19th January 2023