

## Minutes of Broadhempston VH&PFT CIO meeting

12 November 2024

### Present –

Peter Sheridan (Chair), Annabel White, Jeremy Lawrence, Mark Moorley, Tereza Goddard,  
Treasurer - Cathy Aubertin.

### Apologies:

Andrea Dobson, Joe Wegrzyn (Facilities Manager) Jenny Logan, Al Logan (Bookings Secretary)

<b>1</b>	<b>Treasurer's report</b> Hall general hire outstanding invoice payments currently total £2,423.40. It would be useful to go through some of these to decide which debts should be written off. <b>Cathy to produce a list of outstanding payments.</b> <b>Cathy, Al, and Peter to arrange to meet to go through the list of outstanding invoices and agree which invoices should be written off. The meeting should also review the booking and invoicing process in order to prevent future bad debts.</b> Income is on target and expenditure is also on target.
<b>2</b>	<b>To consider how best to keep the hall clean for each booking:</b> Ronni Hale attended for this item. Ronni has been regularly visiting the hall to assess its condition after bookings, so that deposits paid should or should not be refunded. In addition, Ronni needs clear indication each week of available slots for regular cleaning. <b>Peter, Al and Ronni to meet and resolve.</b>
<b>3</b>	<b>Fete Committee</b> Helen Bray had been invited to the meeting to discuss the future of fete but, unfortunately, she didn't respond to the invite. It was felt that an ultimatum should be given to the remaining committee members that, if they don't wish to organise the fete, it should be handed over to the Parish Council. <b>Peter will attend the PC meeting on Thursday to raise his concerns. If he is unable to attend, Tereza will raise.</b>
<b>4</b>	<b>Headlands and Headlands Project</b> A report from Annabel had been previously circulated to the trustees. The Headlands Committee has been consulting with residents in respect of the tennis court, and the results will form part of an application for lottery funding for its refurbishment. The legacy left to the CIO (details in the Village Hall report) could contribute towards this project. <b>Mark proposed that £12k of the legacy be reserved towards the cost of the tennis court refurbishment. Tereza seconded this and it was agreed.</b>
<b>5</b>	<b>Village Hall</b> A report from Peter had been previously circulated to the trustees. A legacy left to the CIO from a former resident's will is going to be in the region of £38,000. The solicitors have indicated that some £25,000 of this amount will be available before the end of the year. Jeremy reported that three more jazz events have been organised for next year, following this year's successes. The two Villages in Action dance events made a small profit.
<b>6</b>	<b>Date of next meeting</b> Tuesday 4 February 2024, 7.30pm in the Village Hall.