

**Minutes of Broadhempston VH&PFT CIO meeting on
4 February 2025**

Present –

Peter Sheridan (Chair), Annabel White, Jeremy Lawrence, Tereza Goddard, Andrea Dobson, Joe Wegrzyn (Facilities Manager), Treasurer - Cathy Aubertin.

Apologies:

Jennie Logan, Mark Moorley.

1	Treasurer's report The treasurer raised concerns about the level of outstanding invoices, which has again increased. See Village Hall below for action to be taken.
2	Fete Committee It was noted that a meeting had been held by the Parish Council to consider how to arrange a fete this year. The Parish Council will look at setting up a new bank account for this year's fete as access to the Fete Committee's account is limited, and this will be considered at the PC meeting next week. However, to maximise the matched funding available, Peter explained that the fete funds need to be held by a charity and, therefore, the PC will consider asking the VHPFT to loan the money for setting up the fete, with the funds being held by the VHPFT in a separate account and managed by the Treasurer. It was agreed that the Treasurer should look at opening a further account and for £3,000 to be transferred to it from the VH reserve so that the fete can be arranged. The £3,000 will be repaid to the VHPFT after the fete has taken place.
3	Headlands and Headlands Project A report from Annabel had been previously circulated to the trustees. In addition, a proposal in respect of funding the tennis court refurbishment had been circulated. Headlands currently has restricted funds, leftover skate-park money from the budget and the pledged donation from the PC to go towards the resurfacing of the tennis court. It was agreed that, if there is no movement from the contractor in respect of costs, the additional required funding including VAT will be paid from the VHPFT reserve to enable the resurfacing work to proceed. In respect of storage at Headlands, it is anticipated that the Fete Committee will move their items to the storage container which will free up the garage for the PC to use. Andrew White, from Headlands Committee, will raise this at the next PC meeting. Signs will be erected to say that no professional dog walkers should use the field.
4	Village Hall A report from Peter had been previously circulated to the trustees. Some trustees at the meeting indicated a number of problems with hall bookings which had been raised in telephone calls from hall users. Also delayed payments were not being chased as they should be, where this is part of the Bookings Secretary's role. After discussion it was agreed that the contractor who is the current Bookings Secretary should be replaced by someone who lives in the village. The Chair will notify the current contractor to cease activity with immediate effect and arrange for the new contractor Nick Wright to start. Concern was raised about cleaning up by the school after school meals and that this could be done more effectively. Annabel agreed to discuss this with the school kitchen manager. Joe is planning to move from the village back to Gloucestershire, so there will be a vacancy going forward for a trustee who could also be Facilities Manager, The trustees are asked to network to find a possible replacement trustee for Joe, with possible property management/engineering/manufacturing experience.

5	Any other business Cathy raised the proposal from the PC to create a Community Resource Register. It was agreed that the Village Hall could be offered as shelter in an emergency, with showers being available at Headlands.
6	Date of next meeting Tuesday 27 May, 7.30pm in the Village Hall.