

**BURPHAM**  
**VILLAGE COMMITTEE**  
**Minutes of the Meeting held on Tuesday 10<sup>th</sup> April 2018**  
**at 7.30 pm in the Village Hall**

**Those attending:** Paul Challen (Chairman)  
 Jackie Penticost (Secretary)  
 Val Belton (Treasurer)  
 Bob Baynes  
 Trevor Cooper  
 Heather Birch (Social)  
 Julie Tester

		<b>Action</b>
1.	<b>Apologies</b> Apologies were received from Kevin Foster and Ed French Bob Baynes represented Celia Woodruff.	
2.	<b>New member</b> <b>Trevor Cooper</b> was formally co-opted onto the Village Committee and Parish Meeting	
3.	<b>Minutes of the Last Meeting</b> The minutes of the meeting held on 12 <sup>th</sup> February 2018 were signed as a true record.	
3.	<b>Village Hall and other property</b>  a. The clock has stopped: Julie is to get them repaired b. Guttering to be cleaned as leaking. Julie to get Kevin Dowell to clean c. Terms and Conditions: Julie questioned whether a limit below the current 180 standing should be imposed due to noise disruption. TC suggested that as we had forward bookings that we must honour, we should track numbers attending over the next 12 months.	JT

	<p>d. JP suggested that toilets were an issue, as we don't meet BS standards. Were we designing a new hall, we would have 5 female WCs and 1 male WC and one urinal for 180 people. We should also include a disabled toilet. This link <a href="https://www.sportengland.org/media/4336/village-and-community-halls.pdf">https://www.sportengland.org/media/4336/village-and-community-halls.pdf</a> has the desired ratios. Action: bring up at next meeting- do we need any changes to comply with 1994 regulations. It may be possible to require people hiring the hall to hire a portacabin at their own expense to comply with ratios.</p> <p>e. PAT Testing expired on 7<sup>th</sup> March. JP to contact PAT tester This is in progress, as the current PAT Tester's phone number is defunct.</p> <p>f. JP also stated that the Ts and Cs don't adequately refer to the marquee and that she will review them.</p>	JP
4.	<p><b>Planning</b></p> <p>a. No report. Change of use retrospectively for Tustin Garden</p>	EF
5.	<p><b>Treasurer Report</b></p> <p>a. Hall had highest ever level of bookings which led to a high income</p> <p>b. Interest received has gone up because the amount in Investments is higher</p> <p>c. The income for the Parish meeting was £2650, with an excess of £300 income over expenditure.</p> <p>d. It was decided not to raise the Precept this year (see Parish meeting minutes).</p> <p>e. The combined assets of the BPM and BVC accounts stand at £57,277.35, although this is variable due to investments.</p> <p>f. Planned expenditure includes the play area as well as repainting the Hall in the next couple of years.</p> <p>g. JP suggested that a convex mirror be purchased for the car park so that drivers could see round the corner. This was approved.</p> <p>h. It was also stated that the current reserves were quite high for a charity, and might trigger a review by the Charities Commission to make sure we are acting in</p>	<p>VB</p> <p>JP</p>

	<p>line with our objectives. although a reasonable reserves policy would provide protection against criticism. The current reserves were as a result of increased bookings, but a discussion was held as to how to consult the villagers about what they'd like to see as village amenities. It was agreed to carry this forward for discussion at the next meeting. Note: VB has met with auditor and proposed a reserve fund of £25,000 to be held against force majeure occurrences which would mean we'd need to replace village hall facilities.</p>	
<p>6.</p>	<p><b>Secretary Report</b></p> <ul style="list-style-type: none"> <li>a. GDPR regulations come into force 25<sup>th</sup> May. JP to email and send a newsletter insert to ensure that villagers opt in to receive village emails. TC said we need to be explicit about what we will and won't do with the emails, and what we are likely to send out. A privacy notice also has to be added to both websites.</li> <li>b. JP gave a brief update on the Playground project: the survey has 63 responses to date. She raised the question of how to deal with requests which required that equipment be sited outside the current area. PC said that the Cricket Club cars currently used the spot under the trees. English Heritage (now Historic England) are to be involved at all stages of the project. JP to update once the friends of the PlayPark have met on 12<sup>th</sup> April.</li> <li>c. JP described Project Watershed, which is a grant of funds for flood defences. A request has been made by WSCC for community projects to apply for funds. JP is to circulate the request and obtain any feedback on flood defences needed.</li> </ul>	<p>JP</p>
<p>7.</p>	<p><b>Social</b></p> <ul style="list-style-type: none"> <li>a. Celia Woodruff is to organize a three day Patronal Festival 17<sup>th</sup>-19<sup>th</sup> August with a number of family events across the three days</li> <li>b. The Royal Wedding celebration is now to be 19<sup>th</sup> May. The Committee will fund Prosecco on sale or return, plus organizing a cake. Attendees will be</li> </ul>	<p>HB/CW/JT</p>

	<p>asked to bring their own food. There will be some marquees either at the Church or in Paul's paddock. Some debate about where to get tables and crockery as the Hall has these booked out.</p> <p>c. September 15<sup>th</sup> Barn Dance. Heather will book the band, but the VC needs to underwrite the cost as people take no notice of deadlines and don't commit. Some heated debate about this.</p> <p>d. 5<sup>th</sup> October Concert in the Church (Bob Baynes)</p> <p>e. JP said she'd be organizing a calendar competition as part of fund-raising, and that fund-raising would be shared with the Church.</p>	
8.	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>The mysterious disappearance of the Millennium Bench. JP had spoken to the contractors who said the bench was rotten. She had emailed ADC to tell them to let us know next time they remove equipment. It was agreed that, while ADC had followed procedure, they had certainly exercised poor judgement in not letting us know before disposing of it.</li> </ul>	
9.	<p><b>Date of Next Meetings</b></p> <p>BVC Regular Meeting : Tuesday 5<sup>th</sup> June 7:30 Village Hall</p> <p>BVC AGM: Saturday, 30th June at 10.30 am</p>	
	<p>Agreed as a true record:</p> <p>..... Date:</p> <p><i>for</i> Burpham and Wepham Village Committee</p>	