

# BECKINGHAM VILLAGE HALL SOCIAL CLUB

## MANAGEMENT COMMITTEE

**Note of Meeting held on 3rd June 2021**

**At Beckingham Village Hall, Chapel Street, Beckingham**

**Commencing 7.15 pm**

**Present:** Andy Brewer (AB), Sean Conway (SC) Vice Chair, Ian Hickingbotham (IH) Treasurer, Jason Hunt (JH), Ben Scall (BS), Scott Toomer (ST), Phil Wells (PW) Chair, Jane Wells (JW) Club Secretary, Wendy Williams (WW) Membership Secretary

- 1. Chairman's remarks:** PW welcomed committee members to the first formal meeting for 9 months. The club opened briefly between lockdown periods but then had to close because of COVID regulations. The MC agreed by text that we would open on 26<sup>th</sup> June, by which time all COVID restrictions should have been removed. However all recognised that this might change and there would be a formal review of the roadmap by central Government on 14 June. Members expressed their sympathy for those trying to run a business. Nevertheless despite these uncertainties there was a need for a plan to be in place ready for reopening as soon as it became possible. We had not been able to invite club members to attend this meeting because the state of flux. Thanks were due to committee members and WW in particular for keeping members entertained via email and WhatsApp during the lockdown periods. The PC remained supportive of the club throughout lockdown and plans for the reopening on 26 June.
- 2. Apologies:** None
- 3. Notes of Meeting held on 14 September 2020:** Agreed
- 4. Matters Arising:**
  - Sky Contract: SC had successfully secured re-imburement of monies paid to Sky during lockdown and the contract could be re-instated at short notice when required. A decision on this would be taken at a future meeting when levels of attendance and nights opening were clearer. Thanks were recorded to SC for sterling work in achieving the refund.
  - Village Hall rent: No rent had been charged since September 2020. The £100 paid would stand as a credit for July 2021. Once the number of weekly openings had settled down into a regular pattern further discussions would take place with VHMC to agree the future rental. **(Action: AB)**
  - Village Hall Improvements: AB reported that all improvements apart from PAT testing had been put on hold during lockdown. PW confirmed a similar situation with the toilet revamp.

- Cleaning Services: It was noted that no progress had been made on employing a contract cleaner and the club would continue to be reliant on the MC helping to keep the premises clean, sanitised and tidy. Permanent arrangements could not be put in place until it was clear how many times the club would be opening each week.
- 5. Financial Statement and Annual Accounts:** IH confirmed the current account balance was around £3,700. The audit for the accounts relating to the year 2019/20 needed to be expedited and would now be done jointly with those for the 2020/21 year which were just being completed. **(Action: IH)**
- 6. Membership Update:** and subscriptions for 2021/22. There had been no change in membership since the previous meeting. After discussion it was agreed that current membership would continue until 31<sup>st</sup> December, with the new subscription becoming due on 1<sup>st</sup> January. The rate would be finalised at the next meeting. In the meantime any new members would be asked to pay at the current rates, which would give them membership to 31<sup>st</sup> December 2022.
- 7. Plans for re-opening:** It was agreed that:
- All plans for re-opening were dependant on COVID regulations in place at the time. Nevertheless the MC would work on the assumption that Saturday 26 June would be the first feasible re-opening date and that the Club would then open on Friday nights only, with Saturdays being used for special events only. This position would be reviewed at the next meeting, in the light of feedback
  - The reopening would consist of a woodland walk incorporating a ‘treasure hunt’ commencing at 4.00 pm **(Action: JH)**. A bar-b-q would be available outside the village hall from 4.30 pm **(Action: AB to purchase gas and food)** offering burgers, bangers and a veggie option for £1. per serving. The bar would be open from 4.30 until 11 pm. The door would be ceremonially opened with the cutting of a ribbon **(Action :PW)**
  - Stock purchasing and control: The range of beers and lagers would continue to be restricted and purchasing monitored to avoid unnecessary build-up of stock. **(Action : AB/IH). Wines would be ordered by JH.** A stock take was about to take place which would identify the need for purchase of spirits and mixers.
  - Bar servers’ rota: Agreed that WW would take the early opening session on 26 June to be followed by AB, SC and IH. There was a need to encourage some more members to help with bar service and a rota covering the next 2 months would be prepared and displayed on the club notice board to encourage volunteering **(Action: PW)**
  - Cleaning the kitchen area. Agreed a deep clean was needed before reopening and ST would steam clean the kitchen floor on 21 June. WhatsApp would be used to get some more help with cleaning. Sanitizer and masks would remain in place until the next meeting, when the position would be reviewed. **(Action: All)**

- **Communications:** Agreed a draft flyer to members would be prepared and circulated to MC members for comment before being circulated to members by email. It would also be displayed on the Notice Board outside the village hall and on the village website. **(Action: PW/JH)**
- 8. Future Events:** Agreed that it was premature to plan a full programme of events until the level of interest was clearer and the position would be reviewed at the next meeting.
- 9. AGM: Agreed** that this would take place on 1<sup>st</sup> September. PW intimated that JW and himself would stand down from the role of Chair and Club Secretary at the AGM because of health issues. They would continue to be supportive of the club whenever and wherever possible. Committee members were asked to think about possible replacements and to use it as an opportunity to bring some new thinking into the group.
- 10. Any Other Business:** None.
- 11. Date of next Meeting: Monday 5<sup>th</sup> July 2021. Commencing 7.15 pm.**

Jane Wells  
Club Secretary.

6 June 2021