

*Beaford Village Hall*

Charity No 300757

## MINUTES

**Date:** - 5<sup>th</sup> May 2026

**Time:** - 7pm

**Attendees:-** Martin Church, Ellie Pearce, Jo Church, Phil Pollard, Simon Berry, Dave Price, Michelle Davies, Robert Pearce

**Apologies:** - Joy Collins

**1. Approval of previous meeting minutes-**

Agreed – no amendments and signed.

**2. Chair's update (Martin Church)**

- a. Presentation given at Annual Parish Meeting – we were thanked for our efforts by Chair of Parish Council – report added to these minutes.
- b. Website had 268 views during April
- c. Funding for toilet refurb (1k & 3k) (1k approved by Cheryl Cottle-Hunkin, complete form on 14th May)
- d. Blinds for kitchen purchased & erected
- e. Quote for Quay Windows to install windows accepted – fitment date 30th June
- f. Outstanding bill with BT – ongoing discussion with BT.
- g. Air Ambulance has confirmed that they are aware of location of key for locked vehicular gate

**3. Treasurer's report (Ellie Pearce)**

Report issued – 2 months cleaning bill included. Parent's hub not yet invoiced for last 3 months rent/hire charge. Pickleball club issued a lower bill – will charge for hire/rent to cover so figures not a true reflection. No issues otherwise.

Ellie raised that some entries on the spreadsheet were difficult to enter re type etc. Martin to have a look at making adjustments. Has no effect on actual accounting.

Bugle advertisers to be refunded due to no further issues 3 lots of £35.

Ink contract needs to be cancelled as no longer required. Martin to chase.

**4. Bookings Update (Jo Church)**

Guides sleepover RA completed. Date of 22 May – 1700 – Dave to hand over

Rev Gary has booked the hall for Bubble Church through autumn term.

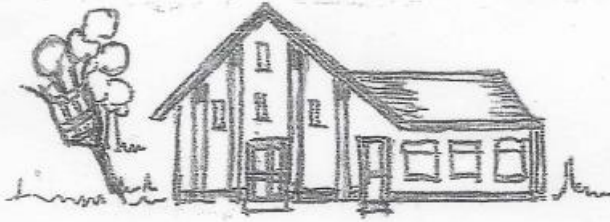
Headmaster approached to advertise our events in their newsletter.

Sue Silcock booked hall for remembrance for Ian – 30 May

Oggle band is available for Christmas do - £50 deposit agreed.

Pizza making booked in – 24 July

Open gardens in the village 6/7 June – hall to be open for Sat and Sun afternoon for cream teas etc, agreed not to charge the church for this event.



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**5. Health & Safety Checks (Jo & Phil)**

No issues found during this months check. Eye wash replaced.

**6. Parish Council update (Simon Berry)**

Tree survey round BVH and Doorstep Green– Simon has made some enquiries and hopes to report back reference quotes by next meeting.

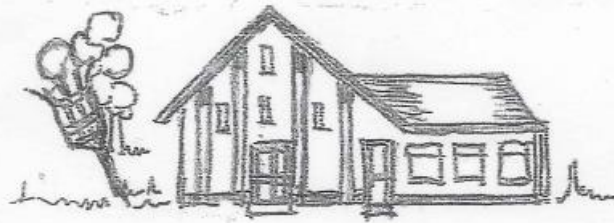
Possibility of a mirror to be located at the end of Park view.

**7. Outstanding Actions:-**

- a. Risk Assessment for Guides Sleepover – Dave & Jo - completed
- b. Letter to regular users ref rate increase & storage – Martin – positive feedback received.
- c. Survey of trees bordering Doorstep Green – Simon – see above.

**8. Matters Arising:-**

- a. Heating update – After a long discussion the following was decided by all. The upshot being that the money is either spent or handed back to the National Lottery. It can only be spent on heating. The company that visited – Earth Inspired – recommended adding a second unit in the BVH to heat the toilets and leave the existing system as is. Despite earlier visits over the years they and Panasonic are confident that the original system is functional and also recommended a service plan to cover both systems. All present agreed to go ahead with the additional system and recommendations from Earth Inspired. Report from Earth Inspired added to end of minutes. **Martin to contact and agree quote as received.**
- b. Christmas Event – Oggle band booked. Martin to look at possible sponsor for the event.
- c. WC Refurbishment – further funding received – see Chair update. Contractors to be approached for works
- d. Food Hygiene inspection – passed – level 5.
- e. Doorstep Green – Sam Wheller has declined an invitation to attend the meeting to present a plan at this time.
- f. Summer Fete & Dog Show meeting (7<sup>th</sup> May @10:30am) Dennis and Sue, Chris and Mick, Dave, Martin and Jo, Ellie.
- g. Bike Show update (representatives joining at 8:30pm) 20 June
  - i. Advertisements gone out online etc. No real feedback at this time re numbers
  - ii. Ice cream van booked – Styles farm.



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- iii. Gideon Luxmore stall
- iv. Spencer's Glass and Sam's stall
- v. Stall from Motorcycle training – Sally
- vi. Dave and John to firm up marque from Ivan – size etc
- vii. Direction signs in village required
- viii. Food – feedback that cake more popular but keep BBQ – village to be approached to help make cakes etc.
- ix. List of volunteers to be compiled to fill roles – cooking, teas, entry fee collection etc.

#### **9. AOB**

**Rob - Social Night 25 May – BBQ confirmed.**

**Community café 9<sup>th</sup> May – Dave to cook Ellie to open and close  
Open Gardens – duties to be sorted next meeting but Church to do kitchen etc,**

**Jo – another Big Breakfast suggested 14 Nov instead of Community Café. All agreed.**

**Jo – Macmillan event proposed for later in the year – Simon asked to add farm walk for this event. Further discussion next meeting.**

**Jo – outside of hall and surroundings to have a late spring clean 16/17 May pencilled in.**

#### **10. Date of next meeting (2<sup>nd</sup> June)**

#### **11. Close**



## Annual Parish Meeting - Update – April 2026

Thanks:-

- To Dennis (previous Chair), the committee & volunteers who all work very hard and give their time for free.

Achievements:-

- VE Day 80<sup>th</sup> Anniversary celebrations were a great success enjoyed by many
- Introduced 'themed' social evenings (Short Mat Bowls, Skittles etc.)
- Hosted MP Surgery
- Summer – Proms in the park with Torrington Silver Band & BBQ
- Beaford Fete & Dog Show
- Created Pergola to introduce wildlife to front of building
- Movie-themed quiz night
- Questionnaire sent to all households
- Christmas Social night
- General Knowledge Quiz Night
- Four individuals have Level 2 Food Hygiene Cert – TDC visited awarded Grade 5
- Beaford's Big Big Breakfast
- Decorated inside of hall – thanks to all who helped & loaned equipment.
- Installed upgraded sound system
- Host Warm hub October until April
- New Broadband deal – saves £500 per year
- Electricity deal fixed until July '27
- Joined Devon Communities Together
- Library is ongoing – thanks to Sue
- Posters created FOC – thanks to Chris M

Partnerships:-

- Work in collaboration with Beaford School
- Work in collaboration with St George & All Saints Church
- Pig & Olive Pizza use car park approx. every 6 weeks (may open bar during summer)
- We collect & distribute The Crier, in return we have two free adverts per month
- Short Mat Bowls increase their usage of hall
- Regular weekly bookings with:
  - Short Mat Bowls (twice weekly)
  - Guides
  - Pickleball
  - Keep Fit



- Skittles
- Parent's Hub
  - Quilting & Sewing (monthly)
  - Church Youth Group (monthly)

#### Regular Events: -

- Bingo
- Village Social Evenings

#### Changes Introduced:-

- Ceased Monthly markets
- Introduced Monthly Community Cafes
- Introduced Seasonal Markets

#### New Events:-

- Big Breakfast (April plus another to be arranged)
- Bike Meet
- Village Fair & Dog Show
- Christmas Party (Ceilidh band booked)
- Guides having a 'sleep-over'

#### Funding/donations:-

- £1,000 from Balsdon Trust towards refurb of toilets
- 200 litres of paint from Wickes
- £19,893 from National Lottery Community Fund to upgrade Heating

#### Ongoing improvements

- Hoping for funding to refurb all toilets
- Intending to recruit volunteers to 'spring clean' area around hall
- Wooden framed windows being replaced.

#### Challenges/Opportunities

- Gaining support from community
- Car Park area

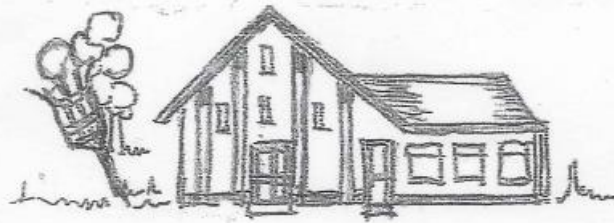


### Doorstep Green

- Trees affected by Ash die-back were removed
- 50 various whips - joint initiative between Sainsbury's & Forestry Commission (thanks to Simon Berry)
- Risk assessment of trees around perimeter of Doorstep Green to be completed
- Intending to observe 'no-mow-May'
- Intending to leave margins to increase wildlife to the area

### Bell Tower

- Now 3 individuals from Beaford ring regularly
- Joined forces with Dolton as we both struggle for a team on Thursdays
- Hosted Spring Social for Torrington Guild of Bell ringers



Bedford Village Hall

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## Job Sheet

Job Number

Breakdown details / parts required / parts fitted

### Plumbing work undertaken

Went to Bedford Village Hall to investigate issues with heat pump. Turned up to the property and it was an issue with the air-conditioning unit. Apparently the air-conditioning unit did not work when temperatures went below freezing and appeared with a P 29 error code having spoke to Panasonic technical I asked Whether the temperature threshold could be Adjusted to allow the air conditioning unit to work in freezing conditions. The man on the phone explained that due to the heating and cooling these temperatures could not be adjusted. He advised that we keep the temperature at 18 degrees overnight just to keep the AC ticking over. When I finished on the phone to technical I went through the settings with the customer to show them how to change the temp and times and also showed them how to lock the controllers so nobody could fiddle with the settings. After discussion we come up with the idea to run the AC from 9-11am at 20 degrees to take the chill out of the rooms and then when it comes nearer to winter time to add an additional time of say 9pm- 8pm at 18 just to keep it ticking over and see how it goes.

Have you left site clean & tidy?

Yes

Have appropriate photos been taken?

No

Has the customer been informed of works undertaken?

Yes

Signatures:

Engineer Signature

Print Name

Brian Levein

Date

24/03/2026

Client Signature

Print Name

Date

Photos

Comments:

A quote is needed for additional 3 units added to the system



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## April '26 Monthly Summary

Period Ending	Current Account	Capital Reserve Account	Cash in hand	Closing Balance	Increase or Decrease
30/09/2025	£3,900.49	£9,379.35	£447.64	£13,727.48	
31/10/2025	£5,580.03	£9,390.82	£601.29	£15,572.14	£1,844.66
29/11/2025	£5,708.42	£9,401.99	£498.46	£15,608.87	£36.73
29/12/2025	£5,874.01	£9,412.81	£333.77	£15,620.59	£11.72
	£4,626.23	#####	£313.27	£35,260.51	£19,639.92
	£4,300.74	#####	£302.50	£34,959.14	£-301.37
	£4,307.49	#####	£331.38	£35,026.64	£67.50
	£4,064.39	#####	£290.36	£34,775.56	£-251.08

Income	Description	Amount	Total Income	Total
	Hire of Hall - Cash	£60.00		
	Hire of Hall - BACS/Chq	£433.75		
	Bugle Ads	£20.00		
	Coffee Mornings - Cash	£178.00		
	Coffee Mornings - Card	£47.00		
	Social Events (inc Bingo) - Cash	£416.90		
	Social Events (inc Bingo) - Card	£485.90		
	Bank Interest	£33.04		
	Grants / Donations	£0.00		
	Solar Panel	£0.00		
	Other - Cash	£75.00		
	Other - BACS/Chq/Card	£270.00		
			<b>Total Income</b>	<b>£2,019.59</b>

Expenditure	Description	Amount	Total Expenditure	
	Utilities	£285.04		
	Maintenance	£329.78		
	Insurance	£0.00		
	Cleaning - Cash	£222.71		
	Cleaning - Card/BACS	£243.89		
	Social Events - Cash	£187.72		
	Social Events - Card	£382.49		
	Coffee Mornings - Cash	£0.00		
	Coffee Mornings - Card	£68.22		
	Bank & Card Reader Charges	£28.34		
	Printer	£55.99		
	Other - Cash	£360.49		
	Other - Card/BACS	£106.00		
			<b>Total Expenditure</b>	<b>£2,270.67</b>

**Monthly Profit / Loss** **£-251.08**

NB. Income and expenditure records relate to the full calendar month.  
Bank account statements dates are for the period detailed