

Beaford Village Hall

Charity No 300757

Beaford Village Hall - Committee Meeting Minutes

August '26

Date: - 04 Aug '26

Time: - 19:00

Present: Martin Church, Ellie Pearce, Rob Pearce, Phil Pollard, Simon Berry, Dave Price, Michelle Davies, Jo Church

Apologies: - Joy Collins

Public: - None

1. Approval of previous meeting minutes

- a. Agreed – no amendments and signed.

2. Chair's update (Martin Church)

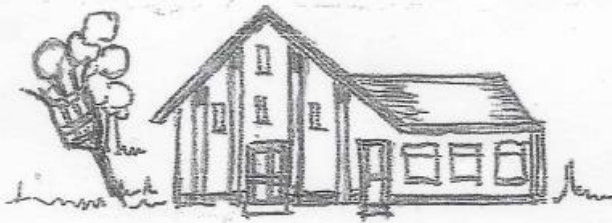
- a. Website had 428 views during July
- b. Areas around consumer unit and section that the wall cupboard was removed from, need to be cleaned & painted once all work has been completed.
- c. 3rd card machine purchased (Sum-Up). They charge 1.67% of takings so only a cost to us if we use it. It has an inbuilt SIM as well as Wi-Fi so can be used anywhere.
- d. Beaford Village Hall Easyfunding site – 12 supporters – raised £19.01 to date (paid every 3 months).
- e. Risk Assessment completed in relation to relocation of urn
- f. Hot water installation has been delayed by plumber
- g. Instant Hot Water boiler to be installed above sink that is currently used for handwashing
- h. Availability of parts is causing delay to finalising installation of heating in cloakrooms

3. Treasurer's report (Ellie Pearce)

- a. Missing income from Sumup machine from fete - £11.80 – Martin to chase.
- b. Unable to open 3rd acct for the carpark funds – need to keep record of any donations.
- c. Issue with deposit acct re recording of monies – Martin to investigate.
- d. Columns and rows need reconfiguring in readiness for auditing purposes. Martin to investigate – all monies accounted for but looks 'messy'.
- e. Rob – no clear figures for each of the big events – hard to put a clear 'profit' figures up for each event – we need to perhaps stock check after each event if we want to get a clear picture. That said, profit was made.
- f. Copy of months accts attached to end of minutes.

4. Bookings update (Jo Church)

- a. Sir Geoffrey Cox had a Drop in Surgery booked on Thursday 23rd July 3:30pm-6pm. Approx. 6 attendees.
- b. Anita Heard has booked hall in September for the triplet's 1st birthday party. (5 hours =£75 total)



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- c. Flyers for Guided Farm Walk delivered to all houses in Beaford. (Inside the Crier) 5 bookings only so far.
- d. BH Social night Monday 31st August (cocktails)
- e. Book a VH jumble sale for 31st October after Church coffee morning??
- f. Date set for 2027 Fete & Dog show. Sat 24th July - Dennis & Susan are available and have made a note of date.
- g. 2027 Calendar now open. SMB have dates in up to end of March.

5. Health & Safety checks (Jo & Phil)

- a. Hall checks carried out by Phil – no issues – DAAT light tested during meeting.
- b. Jo suggested that Defib box remains unlocked, this will ensure it is a little less stressful for the person collecting the defib in an emergency. – Agreed – Martin to sort.
- c. Defibrillator session had 10 attendees.
- d. Immersion heaters are to be replaced with instant hot water at all sinks. Temperature set to a more reasonable heat, to prevent scalding.

6. Parish Council update (Simon Berry)

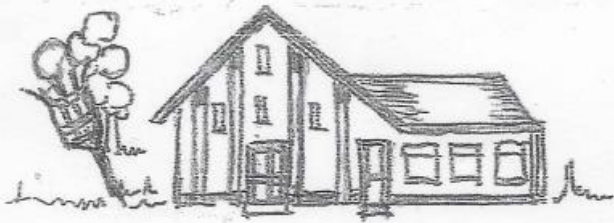
- a. BPC are still chasing 'ownership' of the Tennis club. Simon mentioned this to remind BVH that the 'carpark' issue could take a long time to resolve.
- b. BPC have a website – beafordparishcouncil@outlook.com or [Beaford Parish Council](#)

7. Outstanding Actions:-

- a. WC Heating – all fitted except outside cage. Bill has yet to be received.
- b. Printer replacement – Martin – Not purchased yet as the one borrowed is sufficient but purchase to happen.
- c. Hot water upgrade/auto flush in gents toilet – to happen this Thursday
- d. Animal holes in corner of hall 'garden' near flood light – Dave
 - i. Two sessions filmed – nothing seen.
- e. Survey of trees bordering Doorstep Green – Rob
 - i. Awaiting call back from his contact to confirm cost and report.

8. Matters Arising:-

- a. Feedback following fete & dog show – provisional booking for 24th July. General positive overall but need for more to help run the event – always a problem.
- b. Key safe code – being changed from 01/09/2026 – Please ask for code if you require it – Invoices sent to users who will have need of code.
- c. Roles for upcoming events-
 - i. 8th August – Community Café – sorted.
 - ii. 10th August – Village Social Evening – Rob and Ellie to run bar.



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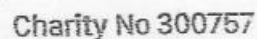
- iii. 21st August – Pig & Olive visiting – shall we open bar for the duration of their visit? Decided not to open the bar.
- iv. 31st August – Village Social Evening – cocktail evening – open at 1700.
Dave's Family to organise the 'bar'
- d. Resignations & roles for next year. Ellie has confirmed she will be standing down from the committee and as BVH cleaner. Joy has also confirmed that she will also be standing down. Rob has decided to step down from the committee but will remain as a 'friend of' BVH and willing to help at functions etc and also stay as a Trustee. Members asked to see if they know of anybody who would be interested and ask them to make contact with Martin.
- e. Farm Walk update. Numbers are low but will publish the event after this weekend – The Globe Beer festival. Simon suggested a Macmillan Coffee morning to raise monies – Sat 10th October - agreed by all.
- f. Ivor Bourne engraving – BVH to engrave the trophy this year.
- g. Car park and land adjacent to tennis club – still ongoing issues but moratorium in place until 29 Dec 26.
- h. Hall insurance renewal – Rob to forward email re renewal – Dave filling in online form for another quote. Ellie has passed over the Zurich paperwork – Martin and Dave to chase. Renewal date is 20 August 2026.

9. AOB

- a. Church booked jumble sale for 31st October
- b. Ellie still waiting for public performance licence.

10. Date of next meeting (8th September – 7:10pm)

11. Close



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