



Minutes of Meeting 12th February 2009

1 Welcome & Apologies

1.1 Apologies

Pam Mansfield, John Shaw (councillor) and Doris Jones (councillor), Gordon Haywood

1.2 Present

Rebecca Kennelly (chair), Sarah Whittaker (minutes), Chris Hall, Cathy Williams, Helen Camper, Malcolm MacInnes, Christine Aymes, Paul Aymes.

2 Minutes of Last Meeting

No accuracy issues were raised.

3 Actions from Last Meeting

- Lease is ongoing. **Action Rebecca.**
- Licence went through fine for Sundays.
- We will need to write off the Salsa debt.
- Helen and Gordon did send their email address round. There has been no reply from Simon regarding updating the committee email address.
- Proper signs are all up with sticky tape pending approval from Chris. **Action: Rebecca** to check which doors should be labelled with 'fire exit'.
- Rebecca will put in for a grant for chairs and some other things later in the year.
- Blurbs were provided to Sarah for the notice boards. In future Malcolm will laminate one for the notice board outside the hall.
- Medical supplies have been replenished.
- Chris has been sent contact details by Rebecca
- Snow Queen actions were completed.
- Halloween disco appeal for volunteers to go in June Blurb. **Action: Malcolm.**
- Chris still to contact councilors re dropped kerbs. **Action Chris:**

4 Event Dates

We agreed the 31st October for Halloween disco and Saturday 5th December for the Christmas Party. **Action Sarah** to book the DJ for the disco and Prof Morris for the Christmas party.

5 Councillor's Report

Nothing has been reported.

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6 Development Sub Committee Report

- Malcolm has been in contact with BDBC solicitor regarding lack of consideration of the sub committee's input. They do not believe the solicitor is the correct person to address the complaint.
- CWW - Horace Mitchell (councillor) is going to champion a footpath.
- Priorities for Brookvale still to be pursued with Cllr Paul Miller
- Cathy has still to talk to Nicky to establish a single point of contact person for Brookvale representation.
- There's been a complaint regarding the committee's web presence holding us back, in particular the need for bulletin boards. We discussed this and as usual the problem is not set up, it's updating and monitoring content. We do not have the manpower for this and are not sure of demand. Rather than investing in a more interactive web presence we could ask the person complaining to set up myspace/facebook etc site
Action: Malcolm to feed back.

7 Blurb Report

- Blurb content deadline date is the 15th February. There is plenty of content to shoe horn in.
- We discussed the request from one church to provide information and a thought for the month type content. The BCA don't want to be seen to promote one church over others in our area. We would like an informal arrangement to promote adhoc events and display posters.
- The Council is going to produce inserts for the Blurb for free for 'Welcome to Brookvale' and Brookvale in Bloom.
- The BCA Bygones section is well received. Content for this needs to keep coming.
- International Women's Day will go on the list of events.
- Sarah to get Alison's key for Rebecca for 11th March for toddler group cupboard.
Action: Sarah
- Lost Toy will go ahead on the 21st June on Father's Day.

8 Vulnerable Person's Report

- A formal letter has been received to notify us that the cleaning contract is ending.
Action: Chris to see what Shaw Trust can provide. A cleaning schedule needs to be agreed with whoever takes it over.
- Chris has joined an independent advisory group for Hampshire Constabulary.

9 Loddon Parks Report

Christine gave some background. The group launched on 31st January and questionnaires were given out. There will be a meeting on the 16th February at the council building. 30 questionnaires were completed. Brownies. Cubs, Chute House and BCOT may be involved.

Contact details christineaymes@hotmail.co.uk

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Cathy will send information on registering space as village greens. **Action: Cathy.**

Rebecca outlined the support available from BVS.

10 Treasurer's Report

As sent by Cathy before the meeting:

Estimated balance at 07.01.09	<u>£tba</u>
Cheques drawn /ready to sign, approx	£ 20.00
We have a donation for attending the Charity Fayre.- £25	
No news on the Salsa debt	
We also have a donation from selling calendars at the Old Brookvale event - £10	

11 Hall Report

As sent by Cathy before the meeting:

There are further events booked during Feb/ March - 4

- 1 News on the licence – Agreed by the Council
- 2 No news re the lease renewal
- 3 . No time yet to hire a carpet cleaner or tile a cooker splash-back.
- 4 . Fire retardant renewal done, cert to file
- 5 the chairs are in Theale for repair – invoice awaited
- 6 The Council is setting up Friends of Loddon Parks. Any benefits to Victory and King George V are unclear. Meeting re Glebe 6.30 16/2/09 may clarify. Formalising may support an application to register Open Space.
- 7 The power shortage took a month to get fixed – but at least that area is OK now!
- 8 We need the next Blurb insert to be 2-sided - Brookvale in Bloom and Welcome to Brookvale - and in colour! BDBC will print Brookvale in Bloom free – may not be willing to print the other side!

- February 3Cs, professional talk on Old Brookvale, went well despite the weather. Many thanks for Committee support

Proposed future events – plans are well advanced

- March 3Cs, launch of Brookvale in Bloom, 9.30 till 12
Not a good time to look for sponsors!
Booked –
- 3 judges for gardens in June
- Team for Question Time
- Demonstration for hanging basket/ tubs

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- Mayor to open
- BDBC short address re Basingstoke in Bloom

We need the usual help –

1. I will set some up on Friday evening
2. Refreshments helpers – Malcolm order cake for sale to boost income?
3. Malcolm meet & greet & count?
4. Helen & I - FA and fire marshalls?
5. Chris for H&S?
6. Posters – as Blurb inserts – can Helen print etc 10 when finalized?

- July – Brookvale in Bloom. Tray Gardens – Youth Club project? No interest Organisation – as above. I will ask judges or take photos of competing gardens to display
- 9.30 start for tray garden and flower arrangement to be set up
- 10.30 judging
- 11.00 Mayor to give prizes
- 12.00 clear (FDS did not use this date last year. I will check nearer the time)

Cost –

Copying etc –	est £10
Judges –	nil
Demo & Panelists -	£40
Blurb insert -	nil
Prizes 5 classes x £50 =	£250
Rosettes/ certs	<u>est £30</u>
	£350

Shall BCA fund this entirely? Or shall we charge at the door for the July session?

Families will be looking for free things to do and charging to enter the completion of the launch may well reduce take-up?

We discussed this report and agreed the following Brookvale in Bloom actions:

Action: Malcolm to procure 2 trays of flapjacks

Action: Helen to supply posters

Action: Chris to undertake H&S role at the event

Action: Cathy to send sand tray information to Alison Pinto for Brownies and Christine Aymes for Scouts.

The event will be funded by the BCA.

A maintenance day to be booked at the next meeting. **Action: Chair.**

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Malcolm needs to check how much for chairs. **Action: Malcom.**

Helen can hold keys for some weekend lets. **Action: Malcolm and Cathy** to provide Helen with keys.

Heritage day to be repeated in the summer as it went really well. **Action: Cathy.**

12 Any Other Business

Rebecca checked all the people to delete from the Charity commission submission.

Ted is getting 3 quotes for security gates, probably around £2,000. All leaks are repaired except for the tap in the kitchen. A replacement tap will be needed and this will cost about £200. **Action: Chris** to look at Wickes tap and check it's ok from an accessibility point of view. **Action Cathy** to ask Ted to put that tap in if ok.

Disability forum have commented on acoustics in the main hall. Different types of ceiling covering can make a difference. Jane Halls will look at grants. PA system can be used. **Action: Rebecca** to consider this when putting in submissions for grants. Chris will keep us updated.

We have had no forum people as volunteers yet, which is a concern. The chair should be motivating some volunteers. Names asap for the 7th March. **Action Chris** to address at Monday's forum meeting. He can pass round the Brookvale in Bloom poster.

Action: Sarah will get 2 Tiger clocks.

Sign is tatty. Cathy will ask someone she knows and Dougalls in Essex Road and one other for a quote. **Action: Cathy.**

One person (Alan) has volunteered. **Action: Malc** to invite him to committee meetings. 2 people have expressed interest. **Action: Malc** to discuss checking regular lets and state of hall with Martin. There is also a volunteer for the coffee morning to record oral history. **Action: Malc** to refer this to Pam.

Action: Sarah to check out computer and freecycle it and the trolley if it is no use.

Kitty will come on 7th March coffee morning. She is interested in helping with children's events. Cathy will invite Kelsey to things.

13 Dates of Next Meetings

Committee meeting: Thursday 12th March, Thursday 9th April 7.30pm Brookvale Village Hall.