



Minutes of Meeting 12th January 2010

1 Welcome & Apologies

1.1 Apologies

Gordon Haywood (Civil Service Fellowship), Cllr John Shaw

1.2 Present

Rebecca Kennelly (Chair), Cathy Williams (Treasurer), Malcolm MacInnes, Chris Hall (Safety Officer & Vulnerable Persons Officer), Sarah Whittaker (minutes), Helen Camper, Joe Weeston.

2 Update on the Hall Repair

Ice forced apart a pipe apart and caused water damage in the hall. Thanks are recorded to Joe Weston who spotted the leak before more damage was caused. Thanks are also recorded to the volunteers who put in many hours to fix the pipe and the damage caused. There is some building and electrical work to be completed and work is in hand to get estimates for these. Cathy is co-ordinating the bills and estimates. Chris is happy that the hall can be used in the meantime. It is too early to tell if the floor in the hall is damaged.

3 Councillor's Report

There is no formal councillor's report but Rebecca was able to update us on plans for the Section 106 money from the CWW development. There is an allocation for the hall and BDBC will come and see us on how to best to spend this.

4 Development Sub Committee Report

- There are no new planning permissions to note.
- Planning permission has been refused on the empty house opposite Morrison's.
- Cathy visited an exhibition on the revised proposal for the Lilly site. A large play area has been added and the size of gardens increased by a third. The developer has asked for agreement on these plans or they will go to appeal on the original plan. The appeal process would cost BDBC £250,000.
- Cathy attended an exhibition on plans for housing for older people between New Road and Southern Road. Cathy felt the buildings were too large for the space and too insular. As part of these plans New Road may be made two way.
- There has been email correspondence with BDBC regarding the leadership of the snow response. **Action: Rebecca** to send Malcolm contact details of the emergency planners at HCC for feedback.
- Malcolm has been seeking reassurance about the legal situation for those that choose to clear the pavements or road outside their homes. The situation remains unclear.
- Malcolm has drafted a response to the most recent HCC Local Transport Plan, which is out for consultation. **Action: Malcolm** to send this to the committee for them to comment on if they wish.
- The Malls should be receiving extra cycle storage as part of their refurbishment, feedback on this issue was worthwhile.
- There is a Hampshire Minerals and Waste Core Strategy document out for consultation. There could be an impact on Brookvale if an aggregate store is located beside the railway line near the allotments.

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Action: Cathy has drafted a personal feedback and will email this to others for them to feedback too if they wish.

- Malcolm noted that if the aggregate depot was located in Basingstoke then a request could be made for priority use of grit in bad weather. This would be a point for any detailed planning conversations.
- Malcolm has been asked by the Council and by campaigners if the BCA would like to sign up to a Green Campaign. **Action: Malcolm** - We are happy for someone to come and speak to us in March or April to explain what would be involved and any costs or risks. The maximum time is 20 minutes to prevent over run of the meeting.

5 Hall Update

- **Action: Cathy** to look at costs for an electric heater under the notice boards in the hall to help prevent a reoccurrence of the frozen pipes.
- **Action: Cathy** to order a sign for the Victory park end of the hall as this can be viewed from CWW and people coming from town.
- Account balance is £9,882.80.
- **Ongoing action: Chris** PAT testing.
- **Ongoing action: Cathy** arrange annual gas test.
- **Ongoing action: Cathy** to get Rex's panelling story.
- **Ongoing action: Cathy** to register King George V playing field as a village green.
- Shaw Trust have offered to grit the paths and car park at the hall. It was agreed that this should be done ASAP and be undertaken if there is additional snowfall at the usual hourly rate of £18 plus materials. **Action: Chris** to arrange Shaw Trust gritting and liaise with Joe about helping with this task.
- Used nappies are being found in the hall. **Action: Cathy** to make a sign for above the changing unit. **Action: Joe** to do spot checks after the hall has been used occasionally. **Action: Cathy** to email the Blurb to hirers so they can see the note about nappies.

6 Events

- **Action: Cathy** to arrange for animals to be at the Green Fair/Victory Park picnic at a cost of £360, using the grant money.
- **Action: Cathy** to send Malcolm a plan of what will go where on the Green Fair/Victory Park picnic day.
- The refurbishment of Victory park/Green route will be under consultation in the hall on Tuesday. Any help with tea and coffee gratefully received (let Cathy know).
- **Action: Rebecca** to order banners etc ASAP, they may be here in time for Tuesday's event.
- There will soon be podcast equipment at BVS, this may be of use to BCA.
- **Action: Rebecca** will arrange the meeting on roles and responsibilities of a trustee, it should be held on a Friday in March and will be a joint meeting with FOLVP.
- Malcolm still has the risk assessment to do for the Proteus pantomime. Cathy, Rebecca, Sarah and Joe will all be helping. **Action: Malcolm** to check if Pam is bringing refreshment supplies, if not, he should let Cathy know so she can do this.
- **Action: Sarah** to put a note about Proteus tickets on the Facebook page.

7 Minutes of Last Meeting

The minutes of the last meeting were agreed to be an accurate record. Several typos were recorded which have been corrected on the official version.

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8 Any Other Business

- Playgroup need a mat of some kind for under their slide. They can look at using the carpet in the hall, or can store a mat in the large cupboard.
- There has been car damage reported in Alexandra Road. All crime of this nature should be reported to the 101 phone number.
- Thank you to all the Blurb delivers who have delivered the Blurb in the snowy conditions.
- There is evidence in Victory Park of dogs hanging from trees. Please call the RSPCA if you witness this.
- Sarah Whittaker gave apologies for the February meeting.
- **Action: Rebecca** for next time's agenda: The list of events for the coming year and Joe's Walk and Talk.
- Danielle Berry from BDBC will be attending the start of the February meeting (Sandy's replacement).

9 Dates of Next Meetings

Management Committee meeting: Tuesday 9th February 2010 7.30pm Brookvale Village Hall, Tuesday 16th March 7.30pm 2010 Brookvale Village Hall.

The following reports were circulated prior to the meeting:

Vulnerable Persons Officer Report

TASK	ACTION	PROGRESS
The making of the Roller Shutter Door to an electronic door	Chris Hall	Outstanding
Write up the Vulnerable Persons Policy	Chris Hall	Outstanding
Chris's CRB	Rebecca/Chris	Outstanding
BCA Answerphone	All	Set up but no battery back up, can someone please purchase a battery.....Thank You.
Volunteer Driving	All and Maureen Covasic	Can some please give me Kevin's number..Thank You. Chris Hall to ask Maureen Covasic for the paperwork on this she promised.
Accostics in the Hall	All	Outstanding

The answer phone instructions were also attached.

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From: Chris hall [chrishall_740@hotmail.com] Sent: Wed 06/01/2010 12:12
To: Sarah and Rob Whittaker
Cc:
Subject: FW: HSE e-Bulletins - Please confirm your subscriptions

Sarah,

This is our confirmation that we have joined HSE e-Bulletins, it is a free service can you please include these e-mail with the minutes for January 2010.

Many Thanks

Chris Hall
Safety Officer
Brookvale Community Association

Date: Mon, 28 Dec 2009 23:02:34 +0000
From: vehicles-cm-6105473_411EA74D2010010723_20091228230234@bulletins.hse.gov.uk
To: chris.hall@brookvale.org.uk
Subject: HSE e-Bulletins - Please confirm your subscriptions

HSE e-Bulletins

Thanks for subscribing to HSE e-Bulletins. Nearly finished!
Please click on 'Reply' to send an email back to the address at the top of this message. You will receive copies of the latest e-bulletin(s) as confirmation of your subscription.
If you did not make this request, please ignore this email.

Confirming will subscribe you to these e-bulletins: HSE e-bulletin, HSE Vehicles, HSE Slips, Trips and Falls e-bulletin, HSE Stress e-bulletin, LAU News - Weekly, HSE Noise e-bulletin
Problems? Contact webcommunities@hse.gsi.gov.uk with the name of the e-bulletin(s) and details of the problem.

Safety Officers Report

Accompanied by a request for volunteers for tasks in green and for someone to buy the supplies in red.

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TASK	ACTION	PROGRESS
Brookvale Community Association signed up to HSE E-Bulletins	Chris Hall	Done
Risk Assesment for Princess and the Pea	All	Can someone please sort this...Thank You (If anyone could do this for that would be great).
Read through E-Bulletins	Chris Hall	On-going 10+ Onstanding
December's Sanitary Waste Issue	All	Chris Hall sent out Health and Safety. Committee to vote on solution.
Dampage joint at base of Fume Pipe	All	Outstanding
Toilet Certern coming off the Wall in the Gents toilet cubical.	All	Outstanding
Crack in the walls of the ladies toilet	Chris Hall	Settlement only - No Actioned needed at present - Chris Hall is monitoring the situation.
2 Wall lights gone in Main Hall	All	Outstanding
4 pint pot of Semi-Skimmed Milk out of date in fridge, 2 Pints of Skimmed Milk in fridge out of date, Morisons's Apple and Blackcurrent drink out of date left in fridge, Morrisons's whole orange drink out of date left in fridge.	Chris Hall	All disposed of safely as per the BCA Health and Safety Policy by the Safety Officer Chris Hall.
2 eye pads and 2 triangular bandages needed for the BCA FIRST AID KIT.	All	Outstanding
Battery for the new BCA answerphone needed	All	Battery to be purchased.
E-Mail Odunola regarding her interest in becoming a Health and Safety Assistant, currently awaiting her response as to a date to meet.	Chris Hall	On-going