

BECKINGTON MEMORIAL HALL COMMITTEE MINUTES

11th August 2025 at 7pm in the Clifford Suite

1. Present and in Attendance.

Suzanne Chillman (chair), Lu Hughes, Sandy Usher, Stan Wilson, David Norman (treasurer)

Also in attendance

Emma Milton (minute taker), David Costello (arrived 19:19)

2. Apologies

Roz Searle, Laura Parry, Sara Coffield (secretary), Helena Turner

3. Minutes from July meeting

SW – Raised a point for adjustment to the July minutes;

Tree Maintenance (left as leaving carpark) LH confirmed that she made contact with the highway authority but that was reference the grass rather than the tree. She has tried to get in touch with Somerset Council but not yet heard a response.

The management committee unanimously agreed to the July minutes with the above amendment.

ACTION: SC to amend July minutes

The working committee unanimously agreed to the July minutes.

4. Matters Arising

Signs for dog faeces in the field

Sign not yet up but agreed this is not a high priority.

Garage key

SCh not heard anything about copy of the key copy. Spoke to MB. Not got a key yet. DN mentioned it at the last cricket committee meeting.

ACTION: SCh to chase key copy

Internet – ethernet

Noted in previous meeting this will be done in September.

ACTION: DN to do September

Smell in the Clifford Suite

No further issues reported, may have been the heat. Matter closed.

Clifford suite toilets

DC was going to move the paper towel dispenser. Cricket finished and pre-school out now so may not be a problem until next summer. No further action for now.

Tap in bar

LH got someone in, washer replaced in one and the other needs replacing but not been much of a problem since, keep an eye on and change if needed.

Cricket benches outside Clifford

Need sanding and redoing in winter.

Fire officer

LH spoke to a representative; they no longer make visits to general requests. Private companies only. Asked about doors – external doors should not have auto door closures on for fire regulations. The hatch into the kitchen - couldn't really say without looking but same reason with no auto closure. Confirmed smoke alarms not necessary as no one sleeps on site.

Non-locked door

A hirer had not locked a door behind them – no action to note.

Heater in the hall

SCh & LP got a quote for infrared heaters coming in at £11k, they cannot decommission gas but can take the old heaters out and install new infrared ones. Also able to assist with a grant on a no win no fee basis; agreed this would be needed. No maintenance required, just a 5 year condition report. Can be controlled via an app, may be able to link to bookings for automation. A few sites locally have them so would be interested to see, in reality, how it has gone. How long to get up to temperature? Est. 5 hours @ £2 an hour to heat. SCh will forward quote from Brulers (local company). SCh & DN meet with them next week for alternative options ready to discuss at the next meeting.

SCh to bring more info at next meeting

Flooring in hall

RS, JH and SH got a quote for commercial vinyl. Coming in at £7k for main hall and £4k for the Clifford suite. Includes removal and disposal of parquet floor. Suggested selling – save £690 on disposal. Specialist for relaying the current floor, no price for comparison but would be costly. Is the cleaner mopping the floor? Check if that is with bucket and wet mop. Would be good to see examples of commercial vinyl. Another quote needed.

Paving in playground

A lot need resetting. Was pickup up in the ROSPA report for the playground - risk low. LH knows of someone at the church at Lullington - will ask to see if he can have a look.

LH to arrange for advice.

5. Financial report.

DN advised £20k unrestricted in the bank and additional £8k that is committed (revised after LH update on decorating and curtains)

July hire lower than normal summer. Raised £19k on play area, spent £23k, fundraising will help with that. Playground further spend or do other things? Anything further has to be covered by grants as spent enough. All agreed no more funds on the playground.

DN informed the committee that he is stepping down from Treasurer in Autumn 2026; 1st Oct at start of financial year. DN would continue to close out 2025/26 and submit the accounts. SCh thanked for the notice and thanked for the service over the years. Deputy Treasurer was going to be suggested; wants to have someone in line at the October AGM ready for next year.

DN wants to get website sorted for card payments and not manually as done now. Now the User Guide has been done, the next step is the Committee Guide so he can get everything out and down on paper to be able to hand over.

Last year's accounts are done but now need to get an examiner to verify before submitting to Charity Commission.

ACTION: DN to submit accounts to Charity Commission

200 Club Draw

6. Alcohol requests

7. Maintenance.

Water Meter

Is there a water meter?

DN reported yes; cricket field very green.

Is there additional fee for water?

No, included in hire cost. Note – if hosepipe ban this can legally continue to be watered.

Smart Meter

New energy suppliers offered smart meter, DN not local and couldn't meet them. Can someone deal with that? Positive Energy through a Broker. Where is the meter? Gas is in above basin in main hall, electric is behind panel outside toilets in main lobby. They run on sim cards. Would it work as no mobile data?

ACTION: Next time they email forward to Sch.

Hydraulic hatch – main kitchen hatch

RS was dealing with. To make the hatch hydraulic. More info needed to discuss at future meeting.

8. Events / Bookings

Non-Beckington hirer

LH was in contact and it has been agreed to stay current to December and then increase in the new year.

ACTION: Sch to follow up when next booking is made.

9. Facebook/ Network. JH

JH circulated what to go in network next time. DN had sent better figures but it was agreed not to include any figures. RS suggested noting it is volunteer-run. Raised to note not part of parish council. Not financially supported. Thankyou JH for sorting as always.

10. AOB

Parish council website

There is a new website and BMH doesn't have much on there, suggest to contact and fill it out.

ACTION: JH to follow up

200 club list

ACTION: DN to give to SW.

Wine fridge

LH raised wine fridge (red one) in the main hall bar is running all time, quite noisy so has been turned off. Only used when hirer wants a bar.

Fire exit signage

Multiple signage in very close proximity to each other in the main hall, all agreed some to be taken down. Will get the fire door instructions sign put on the door rather than the wall.

Outside bins

LH witnessed a member of the public using the bins, approached and asked if hall rubbish which it wasn't, was recycling, very apologetic but maybe not clear they are for hall as they are very prominent in the car park. Notice on the bin perhaps?

Antisocial activity

LH noted cars came into the car park, swapped cars and then returned 10 minutes later to retrieve other car and all left, a lot of tyre noise. Potentially anti social behaviour. Monitor and perhaps mention to PCSO if any further reports.

Window sills

Marks on windows from drinks. Cleaner to be notified.

SCh to follow up

Curtains

Curtain poles on all windows are different size down from the ceiling. Thank you to LH for sorting those. Could the hall curtains be used in the Clifford suite? Linings are not great. Leave them but Clifford suite ones need little tlc and extra hooks.

Decorating

Decorators in next week. SCh paint for the hall. No costings but looking at colours. Commercial grade paint. Quick dry. Wipeable. Might be expensive. Worth looking? Get price and will message ahead of decorators. Display box on the wall empty with just a certificate. Take it down.

ACTION: SCh to follow up

Projector

Projector for main hall. There is something up there? DN will look in September.

Play Area Bolts

DN has gone around and checked all including caps, has spares given to DC.

Bar Hatch

Bar hatch very difficult to get in and under now bolted in. List for future maintenance.

Committee record keeping

Google drive suggestion.

ACTION: DN to research

ROSPA report

Needs to be looked through and work on all the points.

ACTION: JH to look through and write a list from it.

11. Next meeting

8th September