

**Minutes of the Monthly Meeting of Naphill Village Hall & Playing Fields Council
held on Monday 2nd October 2017 at 8.10pm**

Present: Andrew Wasilewski, acting Chairman (voted in)
Paul Riglar, Treasurer
Judy Whitehouse, Secretary
Tanya Stevens, Lettings Secretary

Members: Norma Clarke, Daisy Leek, Peggy Ewart, Gloria Leflaive, Jenny Price, Ron Collins, Cathryn Carter, Linda Clark, Toni Green, Kieren Moore

Item	Action
<p>1. Election of Chairman for the Meeting</p> <p>In the absence of the Chairman and Vice Chairman it was proposed by Judy Whitehouse and seconded by Cathryn Carter that Andrew Wasilewski be appointed Chairman for the meeting. Voting took place. 10 for, 2 against MOTION CARRIED</p> <p>Andrew welcomed new Napfest member Linda Clark to the meeting.</p>	
<p>2. Apologies for Absence</p> <p>Sonia Goby, June Lynch, Dennis Lynch, Clive Lawrence, Sarah Bacon, Judy Redrup, Ruth Daly, Dave Evans, Bob Hathaway, Pam Smith</p>	
<p>3. Declarations of Interest</p> <p>None received</p>	
<p>4. Declaration of Items to be Taken Under Any Other Business</p> <p>None raised</p>	
<p>5. Minutes of Last Meeting</p> <p>It was noted that the meeting held on 4th September 2017 was not held in the Small Hall as stated but in the Main Hall. With this amendment the minutes were agreed and signed by the acting Chairman.</p>	
<p>6. Matters Arising</p> <p>The Chairman's Gazette article for October requests once again that people who witness anti-social behaviour at the village hall, including inappropriate use of the waste bin, to report it quoting date, time and car registration number. It also reinforces the plea for consideration when using the car park at busy times. There have been further issues reported, with car parking problems on the third Thursday in September and a complaint from the WI who experience lack of spaces due to the Bridge Club starting their session earlier in the evening. Cathryn offered to speak to the Bridge Club on 11th October to see what can be done to resolve the problem.</p> <p>Lisa Brown is waiting for us to respond re the details of the memorial tree. Judy will contact Ross Danbury to get a price for sourcing and planting the tree. (Andrew declared an interest at this point).</p> <p>Clive has not yet made contact with the Chairman of Great Kingshill village hall but intends to do so. ONGOING</p>	<p>Cathryn C</p> <p>Judy W</p> <p>Clive L</p>

<p>Phil Gunnel has not yet finished the work outside the hall. ONGOING</p> <p>Peggy has contacted the Clerk at West Wycombe re the process for Traveller eviction and is waiting for a response.</p> <p>The WI has said that they would replace their bench and there have been offers of three further donations including one from the Leek family. Peggy suggested that the village hall provided the bases so it was agreed that Peggy would get costings for the bases/installation for discussion at the next meeting. A bench location plan would be also prepared for discussion at the next meeting.</p>	<p>Clive L</p> <p>Peggy E</p> <p>Peggy E</p>
<p>7. Actions Taken by the Chairman</p> <p>The Chairman has reported the problem with the drain near the War Memorial to BCC Highways Dept. No response has been received as yet.</p>	<p>Clive L</p>
<p>8. Treasurer's Report</p> <p>The Treasurer circulated his financial report for September in advance of the meeting and talked members through the differences from last year. With these explanations the report was accepted.</p> <p>A first draft of next year's budget has been circulated. Trustees need to study this during the coming month and contact the Treasurer if they have any questions.</p> <p>The Lettings rates have been circulated for comment. It was agreed that the Lunch Club would be charged a flat rate of £10 per session. After further discussion it was then proposed by Paul Riglar and seconded by Tanya Stevens that the proposed rates be accepted. Voting took place. CARRIED UNANIMOUSLY.</p> <p>The bins were on a quarterly contract and a concurrent change of Treasurer and supplier has resulted in unpaid bills so the bin emptying was put on hold. The problem is now resolved. It was proposed by Paul Riglar and seconded by Tanya Stevens that we pay this by direct debit in the future. Voting took place. CARRIED UNANIMOUSLY.</p> <p>The items below have been purchased under delegated authority and were approved for reimbursement:</p> <ul style="list-style-type: none"> • Judy - £53 on the hanging baskets • Cathryn - £40 raffle tickets for Christmas Fayre <p>The Treasurer confirmed that we now have control of the CAF account.</p> <p>Detailed accounts for the festival weekend will be circulated shortly.</p>	<p>All</p> <p>Paul R</p> <p>Paul R</p>
<p>9. Lettings Secretary's Report</p> <p>Casual lettings total for September were £245.</p> <p>Implementation of the new hall booking system is progressing well.</p>	<p>Tanya S</p>
<p>10. Strategic Plan</p> <p>The Strategic Working Party had not met since the last meeting.</p> <p>Roof Work</p> <p>The quote from Penn Roofing actually totals £17,640. Cathryn confirmed that the</p>	

<p>A full inspection was carried out by the Parish Council. We are awaiting full details.</p>	
<p>13. Fundraising Events</p> <p>Fireworks – Saturday 4th November The website address is https://www.naphillfireworks.co.uk. The firework committee reported that the RAF fire tender will soak the tennis courts before the display. Parking is difficult to patrol but it was agreed to keep the area from Stocking Lane to the Wheel clear on both sides of the road for emergency access. It was proposed by Andrew Wasilewski and seconded by Kieren Moore that, as every year, the Council agree to take the risk for the event. Voting took place. CARRIED UNANIMOUSLY.</p> <p>Christmas Fayre – Friday 24th November (evening). Cathryn has sent a letter to village organisations requesting the donation of Grand Draw prizes. Raffle tickets will be available at next month's meeting. Linda Clark agreed to do the mulled wine.</p> <p>Christmas tree lights – Judy is in the process of opening a MyDonate page and this will be publicised in the November and December Gazettes and also on the village Facebook and Twitter accounts. It was agreed we would also investigate registering with HMRC to get Gift Aid. Mike Mason has highlighted the need for a qualified electrician to join the "tree lighters" and to date there has been no response. Sonia G has designed a poster for the October Gazette. The lights are going up Sunday 5th November but will not be turned on until December.</p>	<p>Linda C</p> <p>Judy W/ Paul R</p>
<p>14. Members Reports</p> <p>Tennis club lease – ongoing</p>	
<p>15. Any Other Business</p> <p>The Guides and Brownies Jumble Sale is this Saturday at 1.30pm.</p> <p>It was agreed that the request to locate one or more Geo-cache points on The Crick could be approved as long as they are not on the football pitch or in the play area.</p> <p>Tanya has confirmed that all the meeting dates for 2018 are in the diary.</p> <p>Tanya is setting up a Village Hall Council Facebook page so that we can post official messages and responses without using our personal accounts.</p>	<p>Tanya S</p>
<p>16. Date of Next Meeting</p> <p>Monday 6th November 2017 at 8.10pm</p> <p>Apologies in advance from Sonia Goby</p>	

The meeting closed at 10.05