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**Bluntisham Parish Council**  
**Minutes of the Hall Management Committee (HMC)**  
**Monday 10<sup>th</sup> April 2017 at 8.00 pm at Bluntisham Village Hall**

**Present:** Mr Roly Searle, Mrs Kathy Searle, Mr Martin Crowhurst, Mrs Joan Gutteridge, Mr Gary James, Mr Mark Berg, Mrs Cynthia Curtis, Mrs Tracey Davidson (Clerk)

	<b>Open Forum – Nothing</b>	<b>Action</b>
78	<b>Declaration of Interest for items on the Agenda – None</b>	
79	<b>Apologies for absence – None</b>	
80	<b>Minutes of the meeting dated 13<sup>th</sup> February 2017 to be approved and signed – Mr Roly Searle signed the minutes. (Proposed Mr Mark Berg, seconded Mrs Joan Gutteridge. All agreed.)</b>	
81	<b>Matters arising from previous minutes – Nothing raised.</b>	
82	<b>PA System – the clerk advised that the existing system works fine and has been tested with her laptop for sound to show films, etc. It was agreed this is to be used for any large PC meetings in the future. A battery supply is needed as these don't last long.</b>	
83	<b>Cambridge Water – the clerk advised that Cambridge Water had offered to supply both waste and water to the hall and will offer a £30 pa discount for doing so. Mr Mark Berg asked if there was any discount offered for not using the road as a soakaway, as this is offered to residential properties. The clerk is to check. It was agreed to change waste and water to Cambridge Water. (Proposed Mr Gary James, seconded Mrs Cynthia Curtis. All agreed.)</b>	Clerk
84	<b>Holiday cover – the clerk asked for cover for April during the caretakers holiday. All dates have been covered.</b>	
85	<b>Fund raising events 2017</b> <ul style="list-style-type: none"> <li>• <b>May Ball – Mr Mark Berg is to look into the possibility of organising this for next year.</b></li> <li>• <b>80s Quiz – the clerk advised there are still 6 tables remaining. Mrs Cynthia Curtis and Mr Martin Crowhurst expressed an interest. The clerk is to re-post on Facebook. It was agreed to donate some alcohol to the raffle for this quiz night. Mrs Kathy Searle and Mrs Cynthia Curtis offered to help with scoring. Mr Mark Berg is happy to sell raffle tickets.</b></li> <li>• <b>Britain on tour – it was agreed to purchase the first 2 films “railways &amp; rural life” and to offer these on Friday nights as a free event. It was agreed to put a bar on for these films. The clerk is to get availability for August and October.</b></li> <li>• <b>Pop up restaurant – the next one is booked for 20<sup>th</sup> September at the same rate. The clerk suggested putting the rear wall drapes and lights up only, to solve the lighting problem and to save time. A bar will be needed on this night.</b></li> <li>• <b>Puzzle night – it was agreed to hold this family puzzle night on Saturday 23<sup>rd</sup> September at a cost of £10 per family (2 adults + children) or (4 adults). A prize of 4 bottles of wine to the adult team and a large box of chocolates to the family team along with a jigsaw. Mr Gary James is happy to organise this if the clerk sells tickets and does the promotion.</b></li> <li>• <b>Further suggestions – the clerk is to speak with Frank to see if we can book a St George's pop up themed night for 2018. The clerk is to organise background music for the pop up restaurant. Mr Martin Crowhurst suggested a Christmas event and will think of some ideas to bring to the next meeting.</b></li> </ul>	Mark Berg  Clerk ✓  Clerk  Clerk ✓  Gary James/clerk ✓  Clerk/Martin Crowhurst ✓
86	<b>Village Hall Maintenance</b> <ul style="list-style-type: none"> <li>• <b>Options for heating – still trying to source digital time clocks to make the programming smarter. The clerk advised the heating is now switched off.</b></li> </ul>	

	<ul style="list-style-type: none"> <li>• <b>New tables</b> – Mrs Kathy Searle advised that no tables are available. The clerk is to get prices for the next meeting from ESPO and Viking. Mr Mark Berg is to speak to their supplier to see if any offers are available.</li> <li>• <b>Roof blinds</b> – the clerk advised the scissor lift is on site and volunteers will try and pull the blinds across as a temporary fix.</li> <li>• <b>CCTV</b> – it was agreed to continue to investigate options for the existing system and the clerk will obtain information for the next meeting.</li> </ul>	Clerk/Mark Berg  Clerk
87	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>• <b>FY 2016/17 – review bookings v cost of year to date</b> – the clerk advised the total income and expenditure for the year was slightly below target, however, was still positive. Total Income received to 31.3.17: £36,668.08 (Budget £38,100.00) Total expenditure to 31.3.17: £34,198.97 (Budget £34,723.36)</li> <li>• <b>FY 2017/18 – review enquiries v bookings taken</b> – bookings are quiet at the moment but plenty of enquiries have been received. The clerk will produce figures for the next meeting.</li> <li>• The clerk advised that the maintenance budget will be spent this month due to the unplanned fire alarm fault, the decorating which wasn't completed in 2016/17 &amp; the light fault.</li> </ul>	
88	<p><b>Any other matters for consideration</b> – Mr Roly Searle suggested fitting metal bollards in front of the field store, which can be lowered to get the mowers out, but will provide an additional security feature. Mrs Kathy Searle is to speak to Safetyworks to obtain a quote.</p> <p>Mr Roly Searle asked if the cricket club could put a netting over the small hedge to stop the cricket balls disappearing. The clerk is to try and arrange a working party to cut the hedge before this date of 30<sup>th</sup> April. It was agreed to use the maintenance budget to weed spray the pitches this year and Mr Roly Searle will repair the goal areas.</p> <p>Mr Mark Berg asked if the wooden chairs could be cleaned, the clerk is to ask the caretaker to try cleaning with the new brush. If they can't come clean then to obtain prices to replace.</p> <p>Mrs Joan Gutteridge asked if the clerk could produce a write up on the old school bell.</p> <p>Mrs Cynthia Curtis suggested the village hall have a "100 club" to raise money for hall improvements. The clerk advised that any money would have to be collected by a different source as the parish council couldn't encourage this. The clerk is to check the rules and look at how other councils operate their scheme. All agreed it was a good idea and a great way of getting a regular income. Mrs Cynthia Curtis advised she was happy to run it, if approved.</p>	Kathy Searle  Clerk  Clerk ✓  Clerk Clerk
89	<p><b>Date of next meeting</b> – Monday 12<sup>th</sup> June 8pm</p> <p>Meeting closed at 9.45pm</p>	



12/6/17