

MINUTES of the committee Meeting held on Monday, 4<sup>th</sup> March 2024, at 7.05 pm.

PRESENT: Stuart Howard, Neville Jamieson, Wallace Bremner, Bob Jones, Angela Morey, Ian Farrant, Richard Seeger, Robert Watson.

APOLOGIES: Tony Bolderston, Eric Muir, Fran Farrant

MINUTES OF THE PREVIOUS MEETING: The minutes for the meeting held on 6<sup>th</sup> November 2023, having been distributed with the agenda, were taken as read. (Note: *the meeting held on 4<sup>th</sup> December 2023 covered the Christmas Celebration preparation and no formal minutes were taken*)

Matters Arising: Lion Foundation funding application delayed due to obtaining IRD Exemption letter and confirmation of eligibility.

Draft Five Year Operational Plan – feedback being provided for update.

Motion: That the Minutes of the November 2023 meeting be approved. Passed unanimously.

Moved: Ian Farrant

Seconded: Bob Jones

FINANCIAL REPORT: The Accounts to 29<sup>th</sup> Feb 24 (covering Revenue & Expenditure for Dec 23, Jan 24 & Feb 24), having been distributed, were taken as read.

Red Cross funding (NZ Disaster Fund) for AED Station received 1<sup>st</sup> March 2024

Motion: That the Financial Accounts for February 2024, as presented, be approved. Passed unanimously:

Moved: Wallace Bremner

Seconded: Richard Seeger

CONFLICTS OF INTEREST: Nil.

MAINTENANCE IMPROVEMENTS PROGRAMME: It was noted that this was an update of the 2023 / 24 schedule.

The Chairperson thanked the committee for all the hard work completed in the last year.

The Programme was discussed with particular emphasis on prioritising matters to be addressed prior to the ANZAC commemoration, including a Hall “spring clean”. (*Pre-25th April Schedule distributed post meeting*)

Points raised:

- Toilet reinstallation at the back of the stage – Richard to follow up with Wharfe Bros regarding reconnection.
- Prioritise painting of internal window frames over the next 12 months.
- External storage for capacity, including emergency purposes. Robert Watson to investigate container.
- Signage to front of Hall and associated tidy up. Fran and Stuart to co-ordinate design and colours for sign. Colour pallet then to be agreed for canopy painting.
- Monitoring camera to be reconsidered. Ian and Bob.

- Nilfisk Scrubber – the consensus was that this purchase be proceeded with if timely funding options could not be identified as this would significantly improve the efficiency and quality of cleaning the hall floors.
- Front entrance forecourt tar seal – work towards resolution of funding for this item. Whilst the sealing is not our direct responsibility it is a potential health and safety issue. It is deteriorating because of general day-to-day vehicle parking, including heavy trucks which have no direct relationship to the use of the hall.

ANZAC COMMEMORATION: Neville reported that planning had commenced. Richard to deliver signs to Stuart for updating, if required, prior to erecting.

It was agreed to invite Grant Mills to be the guest speaker again this year.

CHRISTMAS AT BUCKLAND HALL: Debrief deferred due to Fran's absence. Points raised were the finish time on the Saturday and the need for improved sound system. It was noted that the children's party on the Sunday conflicted with other similar events.

### GENERAL BUSINESS:

GEM Funding – it was agreed that focus would be given to becoming more familiar with funding opportunities and best practice in this area.

The question of the management of liquor was raised, the requirement for a licence and security. There was a general discussion. It was confirmed that the sale of liquor by any party would require a licence. This was the responsibility of the hirer. Private functions, whilst not requiring a licence, must follow the Society's terms and conditions and that security must be present.

There being no further business the meeting was declared closed at 8.40 p.m.

Next meeting: Monday, 8<sup>th</sup> April 2024 at 7.00 p.m.