

**Draft Minutes of the Bell Meadow Committee Meeting held on
6th December 2021 at 7:00pm
(subject to approval at the next meeting)**

Present: Sue Irving (Chairperson), Sonya Smyth, Matt Feekings, Lee Ageros, Dave Divers
Also, Present: Sara Archer – PC Clerk and one member of public.

1. Apologies

Toni Hazard

2. Minutes

The minutes of the last meeting had been circulated and accepted as a true record.

3. Chair's Report

The Chair advised that the BMPC are doing well and there has been improvement shown in the behaviour of the footballers. The radiator in the main room is not working properly, Grummants will be contacted for assistance. It is hoped that a craft class will begin in the New Year. The PC would be asked to consider further options for the safe storage of the van key, however, it was agreed that it's security was paramount.

4. New Members

The Chair welcomed a potential new member who had expressed an interest in joining the Committee, to the meeting. They were advised that they would be formally co-opted onto Committee in the New Year.

5. Communication

Members were advised that a paper trail for all events was to be expected. Bookings were to be put through to the Bookings Officer who would ensure the hire form was duly completed and any risk assessments necessary, were completed by the hirer. It was particularly important this process was followed during the pandemic. All records for the bar would need to be completed accurately following each hire. A copy of the independent auditors report was circulated to members for information.

6. Events

Ideas for celebrating the Queen's Jubilee were discussed. The Committee agreed to host an event on Bell Meadow during the Saturday of the Jubilee weekend. Various games and mini events were suggested and refreshments would be made available. Other village organisations would be approached to join the fete or share ideas for the weekend. The Clerk would make enquiries with TDC regarding the events notice, and if it would be transferable in inclement weather. Funding options would also be explored.

The Clerk advised she had been approached by the School PTA to hire the facilities for the school leavers party next year. All Committee members were in agreement with the request.

7. Any Other Business

- The Clerk advised the copy date for articles for the magazine was 10th January 2022.