

BRAISHFIELD VILLAGE ASSOCIATION

MINUTES OF A MEETING 12 SEPTEMBER 2022

Present: Julie Kemp, Sheila Still, Ian Jeffrey, Jill Briggs, Wendy Dolby-Stevens, Carolyn Ward, Kate Marshall.

The Chair wished to minute the recent passing of Queen Elizabeth II and the committee extended their sympathies to the Royal Family and the wider community.

1. APOLOGIES: Margaret O'Keeffe
2. MINUTES of last meeting (19 July 2022). Agreed.
3. MATTERS ARISING AND NOT COVERED ELSEWHERE IN AGENDA
 1. BVA Storage - Box held at Sheila's and also at Ian's. The gazebo is already stored at the hall. Agreed that we do not hold much as a committee and we would not need a lot of space. Julie to write to Village Hall chair. **ACTION: Julie.**
4. CORRESPONDANCE - None
5. CHRISTMAS MARKET (Saturday 26th November). Whole hall booked for the day.
 1. Seek reduction in costs of village hall? (25th November not booked by BVA, agreed to leave both to nearer date).
 2. Stall numbers: 21 stalls confirmed so far (35 last year).
 3. Agreed items:
 1. £25 per table or £40 for two.
 2. No second hand book stall
 3. No raffle
 4. No side stalls from Brownies or School
 5. 50p entrance fee but no charge for children (ie. under 18)
 6. Village organisations (eg Flower Club, horticultural etc) No charge.
 7. Charges will apply to ALL businesses
 4. Items for consideration from minutes dated 10 January 2022
 1. Consider doing hot dogs outside under a gazebo (weather permitting) - Decided not to do this.
 2. Do tea's, coffee's and mince pies from serving hatch in main hall and identify seating area inside main hall or committee room when stall numbers are known.
 3. Outside stalls - leave a decision till later.
 4. Purchase card reader - agreed. Sheila to purchase. **ACTION: Sheila**

5. No dogs (except for assistance dogs) - Wendy to incorporate in advert. **ACTION: Wendy**
5. Discussion about offering other food stalls. Agreed that Julie will ask DS to see if she would like to run a stall. **ACTION: Julie**
6. Need to inform the shop that we will be selling tea and coffee this year. **ACTION: Julie**
6. NEW YEAR's DAY WALK - Decided to hold the walk on 2 January at 10:30 am as this is a bank holiday. Same format as last year, starting and finishing at the Church Rooms. Ian, Julie and Carolyn to co-ordinate. Ian to contact WQ regarding the hall booking which is currently showing yoga. **ACTION: Ian**
7. CHAIR'S REPORT - Julie - None
8. FINANCIAL REPORT - Sheila - £4,906.40 held at bank. Couple of outstanding payments from latest BVN. £447.00 was total cost of last BVN with additional pages. Sheila reminded the committee that she will be standing down at the next AGM in January. Kate and Sheila to meet to discuss. Cheque signed for TVBC for license to hold raffle. **ACTION: Sheila & Kate**
9. VILLAGE NEWS - Wendy
 1. Contact local PCSO for item for next BVN - PCSO has now left and it is not looking likely that there will be a regular piece in the BVN. Couple of new advertisers. Discussion about what should appear on the front page of the next BVN and it was agreed that a picture of our new King should appear on the front page and an advert for the BVA Christmas Market should be on the back page. **ACTION: Wendy.**
10. VILLAGE WEBSITE - Carolyn - None
11. VILLAGE E'MAIL - None
12. VILLAGE DIARY - Jill - None
13. BVN DISTRIBUTION - Julie - None
14. VILLAGE WELFARE - Margaret - Recent condolence cards sent out.
15. PARISH COUNCIL MATTERS - Agreed that a contact number should appear in the contacts lists in the BVN. Wendy will contact Jane Ray to enquire. There is a meeting regarding the Neighbourhood Plan on 28th September. **ACTION: Wendy**
16. ANY OTHER BUSINESS -
 1. Remembrance Sunday. Wreath to be laid on 11 November by either Sheila or Julie on behalf of the BVA. Sheila to enquire about purchasing a wreath. **ACTION: Sheila.**
 2. The BVA insurance will need renewing before the Christmas market event. **ACTION: ?**
17. DATE OF NEXT MEETING - 7 November at Sheila's 7.00pm