

MANAGEMENT AND FUND RAISING COMMITTEE
FOR WHADDON VILLAGE HALL

Committee Meeting – Whaddon Village Hall on 18th October 2006 at 7.30pm

Present: Ted Webb- Deputy Chairman
 Karen Coningsby – Secretary Di Charles
 Anne Warrack – Treasurer Yvonne Albery
 Deborah Townsend Wendy Paton
 Carol Ginger

1. **Welcome**

The Chairman welcomed members to the meeting and also Clive Hough.

2. **Apologies for absence**

Apologies were received from Malan Peyton and Terry Allison.

3. **Minutes of previous meeting**

Minutes of the previous meeting held on the 12th September 2006 were signed by the Chairman as correct

4. **Matters Arising**

1. Terry Allison has decided that it would be an idea if Anne Warrack carried out the Risk Assessment on the cleaners. AW
2. Karen Coningsby has been in contact with P J Robinson who said he would put the report and invoice in the post. Karen is to contact him again as it has not yet been received.
3. The connection to the sewer in Church Street across from the Village Hall has been done and plugged. It is now waiting for Brian Charlwood to finish the rest and at the same time he will install the bollards. Brian will receive a drawing to show where the drainage will go. KC
4. Meldform will make identical railings for £500 which includes installation. This will be done once the bollards are in place. The Parish Council will pay for the railings.
5. The Desk that Neil is restoring is coming along nicely. He will also restore the cupboards.

5. **Update on Village Hall**

Clive Hough brought along the revised plans which included the car parking spaces. The plans have up to 35 spaces, which is far too many. The committee was quite happy to have 16 spaces. There was great concern about the parking spaces being near the children's play area and taking over the basketball court. The committee would like the overspill to be under the trees near the railings. This will be discussed with the planners.

A letter has been sent to Prohelp from the Parish Council which the Management Committee has been given a copy to keep. A copy of the constitution, audited accounts from both the Management Committee and Parish Council have been sent to Prohelp. This is to enable us to have a Quantity Surveyor for free.

Dave Gilbert has said it would be possible to have a government loan over 25-50 years at an interest rate of 4.35% which has been quite stable for some time. He suggested that we ask Prohelp if they provide a service of accountants to look at the project to enable us to apply for a government loan and come up with overall costings.

Every Councillor will be given a copy of the plans so they can comment on. They will follow this up with an extraordinary meeting. Once they have all decided the Parish Council will hold a public meeting for everyone to see the plans. Anne Warrack asked for a vote of thanks for Clive Hough's hard work.

6. **Correspondence**

There was no correspondence.

7. **Treasurer's report**

Ted Webb is now a signatory for signing cheques. We have had a refund on the VAT of £589,
Current account - £4187.28
Deposit account - £13813.34
Wendy has given the letting money to Anne Warrack.

8. **Lettings and maintenance**

The Kick Boxers will not be hiring the hall after the end of the month as they have outgrown the size of the hall. They will use the hall on Tuesdays for 1hr and will come back at half term when the schools are closed.

We have a regular booking from the Golf Club up until Christmas for Junior Keep fit from 12-3pm on a Saturday. A booking has been taken for a Party and a Christening.

The Children's Xmas Party is on the 9th December.

Jazz – They have complained about the cold in the annex in the winter. Wendy Paton will buy a couple of oiled fire radiators.

WP

Wendy has been looking at swing boards for advertising the Car boots, etc: the cost is £69 for the frame and 1 sign. Fluted signs would be £45 for a large size. Deborah Townsend is going to ask Ken Green about putting a sign on the A1198 along with this sign.

DT

Maintenance- Mike Carter is to get some tiles to mend the garage roof, as there is a whole sheet missing. The signs about parking at own risk and a sign about walking on the veranda roof are to be put up.

MC

Neil Gallery is looking at play equipment for the Children's play area.

9. **Fund Raising Events**

Farmers Market – Wendy Paton has enquired about this but, we would not make a lot out of this as they would hire the whole hall rather than individual tables. They were not really keen on the idea. Wendy has asked some stall holders who would be interested as one of the markets is not on.

Quiz Night – January 20th Price £5-£6, with teams of 4-8 and approximately 10 tables. Deborah Townsend is to source the Fish & Chips. We would have 8 rounds of questions. It is suggested that participants bring their own drinks, knives & forks. We will organise a Raffle.

DT

Social Evening – December 9th. Deborah Townsend to ask Ken Green about running the bar. We would have nibbles and sing Christmas Carols and charge about £2-£3 each.

We need to know the deadline date for the Newsletter.

DT

We will organise the Big Draw for next Autumn. We will need to start organising this in the early part of next year to try and start selling tickets in September.

10. **AOB**

Ted Webb gave every committee member a copy out of the Community Funding Toolkit called Community Fundraising. Yvonne Albery is to organise for the Management Committee to have a copy.

YA

11. **Date of next meeting – Thursday 16th November 2006 8pm in Village Hall.**