

MANAGEMENT AND FUND RAISING COMMITTEE  
FOR WHADDON VILLAGE HALL

Committee Meeting – Whaddon Village Hall on 10<sup>th</sup> January 2007 at 7.30pm

Present: Ted Webb – Deputy Chairman  
Karen Coningsby - Secretary  
Malan Peyton  
Deborah Townsend  
Di Charles  
Carol Ginger

1. **Welcome**

The Chairman welcomed members to the meeting.

2. **Apologies for absence**

Yvonne Albery, Wendy Paton and Terry Allison

3. **Minutes of previous meeting**

Minutes of the previous meeting held on the 16<sup>th</sup> November 2006 were signed by the Chairman as correct.

4. **Matters Arising**

1. Anne Warrack is in the process of drafting a Risk Assessment for the Cleaners. **AW**
2. We have received the Invoice from P J Robinson but, Karen Coningsby is still chasing Mr Robinson for the PAT testing report. Karen has sent another email requesting the report. **KC**
3. Karen Coningsby still needs a set of Key. Tim O'Connor will have a key to the Village Hall. **TW**
4. As Wendy Paton is have problems in find a cage to put the bollards in when they have been taken out. She suggested asking Morley Manufacturing Karen Coningsby is to do this. **KC**

5. **Village Hall Update**

Ted Webb has been in touch with Prohelp and we now have a Quantity Surveyor from Davis, Langton and Everest called Lawrence Brett. We need to send him a drawing of the plans and Clive Hough name. Ted thanked Prohelp and asked about an accountant. Once we get the go ahead from the Parish Council, Committee and the public we need to go for a Government Grant. This is we need to have an account to look after the affairs. **TW**  
Clive Hough came along the meeting with the new set of plans.

The only question he asked was if he could formally submit the planning application. The size of the hall has been reduced. He will be going to the Parish Council meeting on Monday with the plans and one the Councillor have agreed he will be able to submit the planning application as the Committee has agreed that the plans are OK. **PC**

We had a discussion on what type of floor and it was decided to go for Celotex flooring with Geo thermal under floor heating. We will need at least the quotes for builders. The names put forward are: Butlers, Geoff Hyland, Brian Charlwood and Taylor and Turner. This will be done by the Parish Council.  
Ted and Yvonne Albery saw Tim O'Connor about the wall he has been very co-operative and said to go through our Insurance Company (Parish Council will deal with this). **PC**

6. **Correspondence**

The only letter was from South Cambs Shire Hall regarding Finance & Resource Department for Rebate on Relief of Rates. Yvonne Albery will fill in the forms as necessary. Yvonne has submitted the forms for Discretionary Relief for the Council Tax for the Village Hall.

We now have the events licence for the Quiz Night.  
Deborah Townsend is waiting to see how much we have made from Shopping online. This need to be mentioned in every news letter as it is an on going thing. **DT**

7. **Treasurer's report**

Current Account  
£1,026.65 at 29th December 06.  
Savings account £11,865.33 as at 11 December 06. (These figures are after the £6,000 was paid to the Parish Council for the sewerage work).

Lloyds charged us a £15 overdraft fee. I went to see them, and they have agreed to refund that to us. They charged the fee on the same day as they received our instruction to transfer money into the Current Account to cover the £6,000 cheque to the Parish Council, so they have accepted that they should not have charged us.

8. **Lettings and maintenance**

Wendy Paton has mentioned that the bollards are heavy to move and the line dancers were worried about moving them also. They do seem to be able to park in the front.

After the meeting Wendy has pointed out that some tiles have come off the roof. Karen has informed Mike Carter the Handyman. Mike has since been back to me and said that he would need scaffolding and suggested that maybe the Village Hall/Parish Council should buy some scaffolding as due to H & S it is too dangerous for him to go up a ladder to do the roof by himself.

**Lettings**

Good and bad news. Good news is that Myron for Kick Boxing is coming back and has in fact started on the 8<sup>th</sup> Jan, also there is a dog training club on a Tuesday night only for an hour. We still have the Jazz club some Mondays and sporadic use by a band for practice on a Thursday night. When Wendy is hospital David will look after the letting and any enquiries.

A heater has been purchased at a dearer price but was better value for money.

Wendy also purchased a timer so the heater could be set to come on at certain times.

9. **Fund Raising Events**

Quiz night is coming along nicely we have 7 definite tables booked and at least 3 more provisionally booked. All committee members to supply Raffle prizes. Clive Hough offered to give us a raffle prize. Deborah Townsend will let the Fish & Chip man know the numbers next week.

**Jazz Band** – We will have Pimm’s and strawberries for the Summer Social on the 21<sup>st</sup> July starting around 4 or 5pm. Could Wendy please book the Jazz workshop. We will need a price from them. Every household in the Village will receive a personal invitation.

WP

10. **Any other business**

No AOB

11. **Date of next meeting –  
Monday 12<sup>th</sup> March 2007 at 7.30pm**