

MANAGEMENT AND FUND RAISING COMMITTEE  
FOR WHADDON VILLAGE HALL

Committee Meeting – Whaddon Village Hall, 3<sup>rd</sup> September 2008 at 7.30pm

**Present:** Nigel Strudwick -Chairman  
Karen Coningsby - Secretary Lee Ginger  
Anne Warrack - Treasurer Wendy Paton  
Malan Peyton Carol Ginger

1. **Welcome**

The Chairman welcomed members to the meeting. He reminded them of the passing of Ted Webb. The Chairman was disappointed that his suggestion for a moment's silence in Ted's memory was not greeted favourably, but he offered a brief tribute to Ted, reminding everyone of what Ted had done for the hall and for himself personally, and what a perfect gentleman Ted was.

2. **Apologies for absence**

Apologies were received from Gabby van Poortvliet. The Chairman noted that he had invited Clare Byatt as Acting Chairman of the Parish Council, and will be copying her in on correspondence.

3. **Minutes of previous meeting**

Minutes of the previous meeting held on the 25<sup>th</sup> June 2008 were signed by the Chairman as correct.

4. **Matters Arising**

1. We will abandon trying to get the PAT testing report from Southern Electrical. Instead, Lee Ginger will ask a colleague from a school of which he is governor to see if she is able to do a PAT test for us. **LG**
2. Deborah Townsend will be reminded to ask will come and have a look to see what needs doing to the floor. **DT/AT**

5. **Village Hall Update**

New Plans have been drawn up by the architect in consultation with the Planning Department, who requested greater separation between the old and new structures. The lobby between the two halls resulting from these changes gives more space and enlarges the kitchen. The Planners have suggested cladding for the outside of the new extension. The plans are hoped to be submitted for planning approval after the Parish Council Meeting on Monday 8<sup>th</sup> September. Once submitted we can then look at heating and other matters (an air to water system has been suggested). On the 13<sup>th</sup> September there will be a Funding Fair which Lee Ginger will attend. **LG**

6. **Correspondence**

There was no correspondence.

7. **Treasurer's report**

The draft accounts were sent to Peter Chilvers who has signed them off with no problems. Anne Warrack is to send Gabby Poortvliet a copy of the accounts. We will need at least three years' audited accounts as part of an application for Charity Status, and the Treasurer indicated that she has this. **AW**

The Treasurer has paid Peter Chilvers £50 for doing the accounts. We have paid £25.57 for the water bill. The Water Company claim not to have known we are now on the sewer so they will send us a bill for last year. We had two electricity bills for £314.46 and £37.54.

Malan Peyton asked if we will be charged for downpipes going into the sewer as this doesn't happen we can claim a rebate for this. This will have to be investigated.

Current Balances are:  
Deposit = £6031  
Current = £12443 **AW**

The Treasurer suggested that we update the signatories on the Hall accounts.

Present signatories are Anne Warrack, Ted Webb, Malan Goddard (Peyton) and Terry Allison, with Malan having to countersign all cheques. Anne's suggestion was that we change the signatories to include the Chairman and Secretary, the list now being Nigel, Malan, Karen and Anne. The Treasurer will organise the new forms with Malan Goddard and Nigel Strudwick as the main signatories, and Karen Coningsby and herself as the secondary ones, and take them to Nigel and Karen to sign.

AW

8. **Lettings and maintenance**

Clare Byatt has requested Mike Carter's phone number to contact him to clarify the position about being the handyman for the Village and the Hall, and will be meeting with him and Gabby shortly.

Nigel Strudwick will contact Joan Pascoe regarding the newsletter to see if is not to late to insert an advert regarding a cleaner. The wage is £6/hr for two hours per week with the possibility of more if needed after a booking when the hirer does not wish to clean up themselves.

NS

[After the meeting Karen Coningsby asked Gemma West about cleaning the Village Hall and she has agreed to do this; this has now been formalised.]

It was suggested after the last meeting between Deborah Townsend, Carol Ginger and Karen Coningsby that the committee might like to give the hall an emergency clean inside and out. The impending use of the hall for the gathering after Ted Webb's funeral will act as a driving force.

All

Lettings – Kick Boxing, Ti Chi and Line Dancing are the only regular bookings. Wednesday bookings have dropped but a band has started just recently.

Wendy has had an enquiry from a football club for the use of the Recreation Ground, but this could be a problem now as the Greens and William Knight have decided not to cut the grass there, and getting a contractor in would cost more money.

We appear to have an owl in the roof as there has been a lot of dropping etc on the floor in the annex. The new cleaner and the Lettings Officer will keep an eye on this.

9. **Fund Raising Events**

Nigel Strudwick extended thanks to everyone for their help with the BBQ. It was suggested that we establish a regular date for it of the first weekend in September. Next year's date is to be the 5<sup>th</sup> September 2009 (schools start back in Cambridgeshire on the 3<sup>rd</sup> September).

The Quiz Night on the 15<sup>th</sup> November 2008 will be arranged as the previous one, a ploughman's supper and 'bring your own drink'. Wendy Paton asked Nigel if she could borrow the PA again for the Quiz night.

Other suggestions for future fund raising events are Car Boot Sales, which may have more potential now as the Kneesworth ones have stopped again. A Christmas Social was brought up again, but the committee decided this was not a good idea.

10. **AOB**

There was no other business.

11. **Date of next meeting – 12<sup>th</sup> November 2008 7.30pm in Village Hall; if too cold it will be held at some other venue.**