

MANAGEMENT, MAINTENANCE AND FUND-RAISING COMMITTEE
FOR WHADDON VILLAGE HALL

Committee Meeting – on 21st March 2006 at 7.30pm at 3 Town Farm Close

Present: Nigel Strudwick Ted Webb
Karen Coningsby Di Charles
Anne Warrack Terry Allison
Yvonne Albery Deborah Townsend
Apologies: Malan Peyton, Wendy Paton

1.1 **Welcome**

Nigel Strudwick welcomed members to the meeting. A big thank you to Nigel for holding the meeting in the comfort of his home.

2.1 Minutes of the previous meeting held on the 10th January 2006 were signed by Nigel Strudwick as correct.

3.1 **Matters arising**

1. The Development Committee has now fulfilled its function and the Parish Council has now wound it up.
2. Floor Sealant – Deborah Townsend has sourced a couple of places. 1. £70/5lts + VAT—5 ltrs would do 10 x 8 sq mtr. It is an all in one for industrial use. Wick or Jewsons would do a cheaper one for household use; if work is to be done on the hall floor in the coming years, it might be possible to make do with a cheaper product for a short time. It is suggested that we could spend up to £300. **DT/Handyman**
3. Hand dryers have been fitted by Southern Electrical; we are still waiting for the bill. **Since the meeting this has now arrived.** They also fixed problems with three of the heaters.
4. We will receive 100% rate relief for the next financial year.
5. Risk assessment on Grace & Luke Williams still needs to be carried out. **TA**
6. We still have not received the bill for the PAT testing or the report. **TW**
7. Dividing door in the middle of the old part of the hall still needs pinning back; a mortise lock for the cupboard also needs fitting. **Handyman**

Andrew Townsend has resigned as Handyman for the Village. Deborah Townsend is to ask Andrew if he would be interested in being Handyman for the Village Hall and perhaps undertake specified jobs for the Parish Council.

Since the meeting an enquiry has now been received from a person from Arrington for this. **DT**

4.1 **Development of the Village Hall**

NS / TW

The Constitution is to be revised before the Parish Council AGM in May. We will use available guidelines, and in particular will follow advice so as to produce a document which will be acceptable to potential funding bodies.

Drains- We have been awarded £5,000 by SCDC towards the cost of connecting the hall to the mains drainage. The Parish Council will pay 10% towards the total cost of £12,000 and the Management Committee will fund the rest. The drain will be laid on the recreation ground side of the hall to a new manhole. This would be self-contained and better for future development. Brian Charlwood has been sent a letter of intent and current drawings for him to re-quote.

Bollards – The bollards will be installed at the same time as the drainage work is done. Anglian Water will be sending a new information pack for the sewer; their charges for 2 certificates are £180 and for the infrastructure £250. We have to pay this before work starts.

Clive Hough – Clive will meet with SCDC Environmental Health and Building inspector before we get the go ahead. Anglian Water has asked about how we propose to handle the run-off surface water from roofs – it is suggested that we use the existing septic tank.

Ideas for development – Ted Webb and Nigel Strudwick have been discussing with Clive Hough as to what could be done. We would want to keep the hall running while the work is being carried out. It would be best to start on the extension first.

Suggestions made by Clive Hough include enclosing the Veranda area, and adding a new toilet block including disabled toilets and heating (boiler for heating). The option of demolishing the modern rear extension down and starting again was also discussed and should be borne in mind. Clive is to be pressed to come up with formal terms for his involvement with the renovation project.

Funding development – the Parish Council have set a element within the precept of £4,000 for enabling works, fees etc for the Village Hall. All options need to be investigated: grants, lottery funding etc. One option is that it is possible to ask for a government loan for over 25/50 yrs, although this would have to be funded via the precept.

Lighting – The Parish Council have had 2 quotes in from P. Smith of Fowlmere (£1880) and the other from Southern Electrical of Barkway (£904). The quote from Southern Electrical will be accepted.

5.1 Correspondence

There was no correspondence.

6.1 Treasurer's report

We made £750 profit last year. We have £17,719.22 in the account. The bill for the Garage lock is to come in.

7.1 Lettings and maintenance

License – Nigel Strudwick has been looking into the licensing situation following the recent legislation, and summarised his understanding of the situation, which has been broadly confirmed by SCDC, although it is clear that the law is still being clarified by the local authorities. Private parties with guest lists and invitations are exempt. For public events, if the alcohol involved is very small in quantity, no license is probably needed. For other events (Nigel has discussed this again with SCDC):

1. The person running the event may be able to bring his own licensee who has a personal license (however, Nigel's discussions with SCDC seem to contradict this; he will check again with SCDC).
2. Obtain a Temporary Event Notice (TEN) which can be obtained for £21 by application to SCDC and the Police; only the latter can object, and then only on the grounds of public order. There is a limit of 12 TENs for one premises per annum, and a limit of 5 per individual, unless that person has a personal license, in which case it is 50. Nigel reports that SCDC say that a TEN is needed even if a personal licensee is present.

Lettings report – Wendy Paton had submitted a summary. The Friday before the village barbecue (1 July), the Marquee has been booked by Bassingbourn Church. Karen will check as to how long this is needed due to the requirement for it at the barbecue. **Since the meeting Karen checked with Bassingbourn and they intended on having the Marquee for the weekend after speaking with one of the organisers they are willing to let us have the Marquee for the BBQ. Karen thanked them very much.**

The bookings are fairly low. The Jazz club has not been meeting as it is too cold to use the back room with their instruments. Birthday party booked for the end of April and an evening booking in June. Whaddon Church has booked the Marquee for the Church Fete.

We have had an enquiry from Royston Colts regarding the use of the pitch; unfortunately, the Colts did not use the

KC

pitch they could not get hold of a white liner. Di Charles knows where we could borrow one from. The Colts would keep the white lining up as long as it was done first. The price for letting the pitch for football need to be increased. We need to check out the price of other pitches first. Di will check Royston, Karen will check Litlington and Deborah will check schools (Tannery Drift). Deborah has spoken with the Melbourn Dynamos as they are playing on astro turf at the moment on the barracks and are looking for a proper venue.

DC, KC & DT

Plainings – We could ask Brian Charlwood while he is doing the drains if he knows of where we could get some plainings and put them down..

NS/TW

8.1 **Fund Raising Events**

Quiz Night should have been on the 11th February. Due to illness this was postponed. Deborah to sort out another date with Wendy Paton and Malan Peyton.

DT

BBQ – Nigel will take responsibility for the drinks. James Coningsby will hold the license. Terry will organise the tickets. Karen to set up a meeting with Joan Pascoe, Anne Newberry and Deborah Townsend to organise the event.

NS
KC

Car Boot – A car boot sale has been suggested as a fundraiser; date of September 9th has been pencilled in. It will be sorted out at a later date.

9.1 **AOB**

Ted Webb suggested writing to everyone in the Village to ask for a donation toward the refurbishment of the Hall. Karen suggested we wait and see what happens with the Go Ahead group for the Church as they maybe asking for donations for the church.

Nigel Strudwick will write a piece on the refurbishment of the Village Hall for the next newsletter.

NS

We have been asked to publicise the minutes on the notice board.

KC

Lionel Pinner thinks the bollards are a good idea. Ted Webb & Yvonne Albery are to speak with Mr O'Connor about the wall at the side and the bollards.

TW/YV

10.1 **Date of next meeting – Tuesday 9th May 2006 at 7.30pm in Village Hall.**