

MANAGEMENT AND FUND RAISING COMMITTEE
FOR WHADDON VILLAGE HALL

Committee Meeting – Whaddon Village Hall on 11th July 2006 at 7.30pm

Present: Dr Nigel Strudwick- Chairman Ted Webb
 Karen Coningsby - Secretary Di Charles
 Anne Warrack - Treasurer Wendy Paton
 Yvonne Albery

1. **Welcome**

The Chairman welcomed members to the meeting. This will be the Chairman's last meeting until the middle of 2007 (see previous minutes). Ted Webb will take on the role as Chairman until Nigel returns.

2. **Apologies for absence**

Apologies were received from Deborah Townsend and Malan Peyton.

3. **Minutes of previous meeting**

Minutes of the previous meeting held on the 9th May 2006 were signed by the Chairman as correct.

4. **Matters Arising**

1. Floor sealant – Secretary to contact Deborah Townsend regarding floor sealant. As we now have a handyman we can get him to apply the sealant and repair the floor.
2. Risk assessment – The secretary is to contact Terry Allison to see if he is still available to conduct a risk assessment. Otherwise the Treasurer is prepared to undertake this task.
3. P J Robinson has not answered any calls from Ted Webb regarding the PAT testing bill and report. The secretary is to contact him.
4. The cheque for the drains has been paid to Anglian Water and we have the go-ahead to do the work. The special contract form from Brian Charlwood was missing when all the other forms were sent in. Yvonne Albery to take this up with Brian Charlwood. The external lighting has now been completed and paid for. The Chairman expressed his thanks to Ron Albery for his help in overseeing the lighting.
5. The constitution has been signed and is in force.

KC

KC

KC

YA

5. **Update on Village Hall Plans**

Clive Hough has expressed the wish that he should present the plans to the Committee directly. The plans are now at the stage

that they could be submitted for planning permission. Ted Webb to see if Clive will give him a copy for the chairman to look at.

TW

Funding- It will be necessary to sort out the plans, and investigate funding options. We need to be looking around for sources for funding. The Chairman asked that someone take on this task, as he will not be here, so that the work does not all fall on the temporary chairman. We could possibly get a grant for £70,000 via SCDC, although in their present financial situation it is unclear what help they will be able to give.

1. The Parish Council idea was to have the plans approved before the chairman went away. Then by January have some costings. So by January the precept could be set taking this into account.
2. We all need to try and help to find funding.
3. The question of a Charitable Trust was discussed – The obstacles that arose with going down this route last time have been solved with changes in the law.
4. We need to involve ACRE (Action with Communities in Rural England). They have a Village Hall advisor. Yvonne Albery is to give the chairman the contact from ACRE. He will contact them before he goes away.
5. Yvonne Albery has said she will help out with any forms that need filling in.
6. Ted Webb suggested writing to local firms asking for donations. It was decided that the route would be taken at a later date.
7. The Parish Council will have the ultimate decision on the plans.
8. If the plans are at the stage of approval by the end of the year then we could apply for permission. **We will need a meeting to be attended by all committee members to discuss the plans with Clive Hough. Date to be decided.**

YA/NS

KC

6. Correspondence

There was no correspondence.

7 Treasurer's report

Electrical bill has been paid. The BBQ made a profit of £618.23.

The bank balances are:

Current Account at 30th June 2006 = £2974.23

Call account at 11 July 2006 = £13737.93

Since then, have banked barbecue profits, and lettings amounting to some £1000.

The chairman mentioned that it took a long time for him to

receive a signed cheque for the licence for the BBQ. The present system of the Treasurer and one Parish Councillor signing cheques was noted. Ted Webb is to be added as a signature for cheques with Malan Peyton so we could have a greater choice of signatories so this problem can be resolved.

8. **Lettings and maintenance**

There have been several parties, and the marquee and tables have been hired out for functions. There are not many bookings for August. There is to be a MP's surgery at the end of July.

We have a football letting for the forthcoming season by Johnson Matthey football club, as they do not have a pitch at the moment. They will have two friendlies in August and then start the season in September. The secretary is to order a white lining kit.

KC

They are prepared to mark out the pitch. There need to be some repairs to the middle of the pitch first.

Repairs for the Handyman are as follows:

An area of the wooden floor of the main hall is seriously in need of repair. The Handyman should a) mark this area with high-visibility tape to ensure others do not walk on it and b) see if this is something he can fix, or whether we need to take further advice. **This is of the highest importance.**

KC

Bolt on French doors need refitting.

Cleaners cupboard handle is coming off and this also needs a mortise lock fitting.

The cupboard in the annex which the water heater is in needs a handle and mortise lock fitting.

The dividing doors need repairing.

Car park sign needs reattachment, but higher up this time.

The guttering around the hall needs to be inspected and repairing/replacing were necessary, and some of the tiles on the garage roof need repairing.

The Parish Council has had a letter from the Davies wedding party asking if they can park in the corner of the recreation ground the 5th August. This was agreed as long as care was taken on going across the football pitch. [The PC has now answered this.]

The pegs for the Marquee need to be checked each time the Marquee comes back after being let, as some pegs have gone missing over the course of time. Wendy Paton has agreed to check this and if needed would buy some more.

9. **Fund Raising Events**

The BBQ went very well and good reports from all. Suggested dates for next year are 30th June or the 7th July. A letter of

thanks needs to be sent to Ken Green.

KC

Car Boot Sale – Suggested date is the 9th September. The secretary is to contact Deborah Townsend about this.

KC

10. **Any other business**

Neil Gallery has expressed interest in the old desk, currently kept in the garage. It was suggested to put in the newsletter for sale so the whole village gets an opportunity to purchase it.

NS/KC

The accounts need to go to the auditors.

AW

Carol Ginger has been co-opted on the Committee.

11. **Date of next meeting – 12th September, 2006 at 7.30pm in the Village Hall.**