

Whaddon Village Hall and Recreation Ground Trust

Committee Meeting – 43 Bridge Street 8th October 2013 at 8pm

Present: Jenna Lewis –Chairman
Karen Coningsby - Secretary
Peter Haselden- Treasurer arrived late
Wendy Evans – Vice Chairman
Deborah Townsend Carol Ginger
Natalie Hanlon Nikki Morton

Holding Trustee: Lee Ginger

1. **Welcome**

The Chairman welcomed members to the meeting and thanked Lee Ginger for holding the meeting at his.

2. **Apologies for absence**

Nikki Lewenden-Latta

3. **Declaration of Interest**

No Declaration of interest showed.

4. **Minutes of previous meeting**

Minutes of the previous meeting held on the 8th October 2013 were signed by the Chairman as correct.

5. **Matters Arising**

1. Wendy Evans has ordered 2 pink balls for the children's climbing net. They have been fitted and caps have been ordered and received as well.
2. Jenna Lewis has copied all the Trustee's deeds for Amy Walker to read through. Jenna will also go through them with Amy before the next meeting.

JL

6. **Correspondence**

We have received a bill from Laurie Parncutt Quantity Surveyor. £1500 +£300 VAT. The bill has been passed to Peter Haselden to be paid.

PH

Cricket wire netting.

This was raised at the Parish council meeting. Terms of safety. A lad climbed over to retrieve and object that went inside the wire fence and received a bad scratch and the mother took the boy to A&E. The recreation ground is our responsibility. The Trust need to cover safety aspect.

Each user of hall or recreation ground should do a risk assessment. We need to check with our insurers and the cricket club to check with their insurers as well.

We need 2 signs A4 size with like Danger – Keep out.

KC

Jenna Lewis and Lee Ginger will do a risk assessment.
Jenna mention that a cricketer mentioned an electric rabbit netting but this would be no good with children and dogs.
Maybe have a double skinned netting.
When the accident book is found this need to go into it as well as the girl who go stuck in the baby swing.

7. **Treasurer's report**

Forecast for the end of the year will be £4000 estimate.
We need £800 by end of the year. Precept money
£1600 needed by the end of March 2014
We have already paid out £50,000 out of £116,000 owed.
Peter Haselden to send a request to the Parish clerk for £1800 for the QS.
Figures to date of meeting for the year April 13/ March14:

Income: £36,647 of which £33,246 are rebuilding grants
Expenditure: £52,164 of which £49,554 are rebuilding costs

Projected extra income by year end (March 14): £1,903
(excluding rebuilding grants)
Projected extra cost by year end (March 14): £1,914
(excluding rebuilding costs)

Remaining guaranteed rebuilding grants to be received:
£41,698

Remaining cash in the accounts: £19,598 (use all of £7,500 buffer)

Loans to be received: £10,000

Total to be received: £71,297

Remaining rebuilding costs to be paid: £66,274

Surplus: £5,022

Shortfall if loans not drawn down: £4,978

Shortfall if buffer retained and loans not drawn down: £12,478

Invoice for UK Power as the PC for this £2500.

Put on next Agenda – Hirer agreement.

8. **Village Hall Restoration Project**

Builders are on schedule. The Electric has been done for the separate circuit. The shell of the kitchen has been done.
Insulation has been done and the plastering has started. Door has been stripped back. The have overrun by £700 this was to take out the dirt under the floor. The electricians have questioned whether we need the high level heaters. All the wiring has been done for this job. The under floor heating will be set at 12°. The meter is ready as well. Wendy Evans will go back to the electricians and ask about putting in half of the heaters as they don't think we need to have them installed at

WE

the moment and wait and see what the temperature will be like first. We need the builder's insurance certificate as it has been renewed.

Kitchen has been ordered. We will have Burford Grey Formica tops and Wendy has sourced an under counter fridge for £99.

We agreed to have a Freezer as well. We have chosen Magnolia for the walls. Kitchen floor agate grey. Doors, skirting etc will be light natural oak.

Table and chairs have been ordered.

Signs

Car park closed

Use of playground and car park at your own risk

Playground sign – picture of a person not climbing on roof.

KC

Karen Coningsby to source.

9. **Fund Raising Events**

Quiz Night 16th November 7 for 7.30pm

Chilli supper

Keith & Kate Harker are doing the questions

£8 per person

Raffle Prizes – Wine as a first prize and we will also give a boobie prize

Carol Ginger to design a flyer to go around the village

CG

Opening for the Hall to be set at a later date

Xmas Bazaar – 7th December 10-4pm

All tables have been sold (11 tables)

Posters – Newsletter and listing all for advertising.

We will serve some kind of refreshments. Mulled wine and mince pies.

Barber shop Quartet – Peter Haselden to sort out

PH

Mr Kebble the magician has been in touch with Carol Ginger as he has a new show would we be interested. Carol to go back to him to find out some date for February.

CG

Lee Ginger mentioned a New Year's eve party. Nikki Morton to ask Steve if he is willing to Play. Karen Coningsby to ask about light, speakers etc.

NM/KC

10. **Playground**

We will leave doing the weekly check in the winter as we don't need them for the insurance. Dave Evans to carry on with the monthly checks as usual.

We will do weekly checks between May-September. Karen Coningsby to draw up another proposal for date. All weekly check forms whether anything is written down or not need to go to Dave Evans.

KC

11. **Letting Office and Maintenance**

Nothing to report.

12. **AOB not covered in minutes**

Back room of hall.

We have had a quote for plastering the gent toilets and one wall £725 and £90 for replacing the downpipe.

Long term to dig out a new soak away. At this instance a pipe to run away from hall.

We have agreed for the builders to do the gents toilets. Peter Haselden to ask PC for the money.

Trulight have quoted £1750 for French doors, window and back door.

Lee Ginger and Peter Haselden have been taking about doing the toilets and weather boarding the back hall. Peter to ask ECB for £5000.

PH

Ask builders for a quote for weather boarding and doing the Veranda.

WE

13. **Date of next meeting – Monday 4th November 8pm in Village Hall.**

Apologies from Jenna Lewis and Peter Haselden received.

Unpacking - Saturday 9th November 10am