

Whaddon Village Hall and Recreation Ground Trust

Committee Meeting – Whaddon Village Hall Monday 7th July 2014 at 8pm

Present: Jenna Lewis –Chairman
Karen Coningsby - Secretary
Wendy Evans – Vice Chairman
Carol Ginger
Amanda Silvester Deborah Townsend

Holding Trustee: Lee Ginger

1. **Welcome**

The Chairman Jenna Lewis welcomed members to the meeting.

2. **Apologies for absence**

Apologies were received from Amy Walker and Peter Haselden.

3. **Declaration of Interest**

There were no declarations of interest.

4. **Minutes of previous meeting**

The minute of the 2nd June 2014 were signed by the Chairman as correct.

5. **Matters Arising**

1. Jenna Lewis will write the report for commissioners. **JL**
 2. The Veranda will be sorted next year. We need to have more discussions on this. No building regs requirements. Spec for the Veranda on agenda for next meeting.
 3. Money have been transferred for the Insurance and paid in. Jenna Lewis needs to go back to them to check inclusion of the cricket nets in the insurance. **JL**
 4. ROSPA Inspection has been done
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6. **Correspondence**

No Correspondence.

7. **Treasurer's report**

HNH had not had their money paid. £1529 additional work carried out. £617 in November for electrical Mechanical retention. Peter has done a forecast for the coming year.

8. **Playground**

Wendy Evans thanks Karen Coningsby for passing her report to them. After the ROSPA inspection nothing urgent to report. Seat on the teenage shelter which has been broken off needs

looking at. David Evans has tried to grind it down. Andrew Townsend is to have a look at it. Neil Gallery thought it looked safe. From Weekly inspection on a few small items needed to be sorted. Climbing frame behind the slide which is wood either needs sanding or turning around. David Evans to sort this. ROSPA report - tighten up the bolt on the springy rides. If Party in the Barn have raised money then we should sort out the main issues with the proceeds.

DT/AT

DE/WE

9. **Fund Raising**

BBQ made a profit of £295. It all came together in the end and everyone had a good evening. Ticket sales were a bit confusing.

1. Consider 1 person selling tickets.
2. Buying food later
3. Deadline date later after the 5 day forecast.
4. Bring your own food

Debs ice cream – we have decided it is not a good idea. Jenna Lewis to ask Deb's if she would like to raise funds for cover/fence for cricket wicket football nets.

JL

Halloween Disco – 25 October

Quiz Night – 15 November Harkers have agreed

Xmas Bazaar – 22nd November Nikki Morton and Wendy Evans to run.

New Years Eve Party 31 December

10. **Lettings**

July is fully booked with lettings for the weekends.

12 July there is a party in the hall. They have been told the Church Fete is on.

August bookings – Yoga is going well.

Pilates 6.30 to 7.30 and another class 7.30-8.30.

Gardening club and table tennis club.

Possibly a cycling club

With regards to booking re Diary. We had some issue while Wendy Evans was on holiday we did not know what the bookings were taken. Possibility is to have a mobile phone which could be passed on when Wendy is away or may have the diary on our own website. This would be a future plan.

We need to have some contacts on the notice board for emergencies if the letting officer is not available.

Contacts:

Letting officer – Vice Chairman

Chairman

Secretary

Next Agenda what else do we need on notice board.

Wendy is doing an excellent job her personal touch is much appreciated.

Wendy doesn't really want to pass the diary on to anyone while she is away. Wendy is to give Karen Coningsby all the

WE/KC

dates and times for the regular bookings so she can put them
Notice board/vanity screen is due to arrive soon.
on the Web Diary.

Amey Cespa have asked for audit on what we have done with
the money we have spent. Wendy has completed a form
detailing this.

Hire agreement – Still to be done. Deborah Townsend has
agreed to go through both agreements.

DT

Fridge is being left on all the time this will be more
economical.

Maintenance

Door Closure to gent's toilet has been fitted.

Guttering – Trulight has send in a quote but we need bigger
guttering. Suggest Steel instead of plastic and fascia boards
£1770.

Ask for a quote just for guttering that needs repairing. Could
also ask Taylor and Turner for a quote.

David Evans has replaced the toilet seat for the middle cubical.

Cricket Fence – It has deteriorated over time. Jenna Lewis to
speak to Peter Haselden re fencing.

JL

Deborah Townsend to look at purchasing football nets.

Cleaner: Wendy who is also Peter Haselden's cleaner of 18
Carlton Rise, Melbourn has taken on the job. There were 4
applicants. She is working to the list.

Village Halls – Amy Walker has been looking at other village
hall and we are par with ten other local halls. Only additional
thing she thinks they have is music licences.

11. **AOB - nothing**

13. Jenna Lewis will be away for the August meeting.

Date of next meeting – 4th August 2014 8pm in Village Hall.