

Whaddon Village Hall and Recreation Ground Trust

Committee Meeting – Whaddon Village Hall 1<sup>st</sup> June 2015 at 8pm

Present: Jenna Lewis - Chairman  
Karen Coningsby - Secretary  
Peter Haselden - Treasure  
Wendy Evans – Vice Chairman  
Amanda Silvester      Deborah Townsend  
Steve Argent

Holding Trustees: Lee Ginger & Terry Allison

1. **Welcome**

The Chairman Jenna Lewis welcomed members to the meeting.

2. **Apologies for absence**

Apologies were received from Amy Walker.

3. **Declaration of Interest**

There were no declarations of interest.

4. **Minutes of previous meeting**

The minute of the 7<sup>th</sup> April 2015 were signed by the Chairman as correct.

5. **Matters Arising**

1. Snaggs have been done by Taylor and Tuner.
2. We have to have a certificate which Terry Allison is sorting this is for insurance purposes. This will probably come from Rose Fire.
3. Wendy Evans has sourced another quote from an Electrician which Michael Peyton uses. The electrician has suggested LED lights and he is not VAT registered. Wendy has spoken with Peter Haselden. We need more quotes in future but need to set a ball park figure so we don't need quotes.
4. Cricket Fence - Nothing out there any better. Maybe could renew what we have.
5. Hire 4 Halls - we stay with Venues for Hire but won't pay anything.

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7. **Building**

**Acoustic Panel**

Acoustic panels are in stock. Cost would be £2064 plus VAT. We would need 24 cans of glue and could have the lot in 3 days. 1200 x 600 panels. Will need 64 of these. Ask Steve and

KC

Pete Coningsby if they can be delivered to Rectory Farm. The Invoice need to be made out to the Parish Council

**Car Park**

Car Park – Not at the moment. Wendy Evans is going to a Funding Fair. Ask tarmacking company if they have a community grant. Grants on gravel as well

**Valuation**

We have 1 quote for hall from Snow Walker. Westeyd Huff has showed no interest. £450 Snow Walker we will use this for insurance purpose. Parish council has agreed to pay this. Jenna Lewis will go back to Snow Walker to get them to do the valuation and the get more quotes for Insurance. Invoice to made out to the Parish Council.

JL

7. **Correspondence**

Kardean - John Honeywell and Ian Knowels would need to glue the floor down in certain places. The floor needs to be tested with a moisture meter. Jenna Lewis will chase on a weekly basis.

JL

Hire Agreement – Jenna Lewis has asked for the module from Acre. Jenna Lewis and Amanda Silvester will look through it.

JL/AS

Risk Assessment – This was done 2yrs ago it needs updating and should be done again. Could be the standard Parish Council one. Amanda Silvester and Deborah Townsend have agreed to do it.

AS/DT

Complaint – Environmental Health – Re cricket balls in peoples gardens from cricket nets. Lee Ginger and Jenna Lewis met the lady from Environment Health. Jenna had a look on the HSE website but could find nothing. We need to get a Risk assessment. Also need minutes. As Terry Allison. We haven't got the expertise in cricket. The cricketers need to do the assessment. The complaint came from Lady Whaddon. Karen Coningsby to go and speak to her. There has been no incident reported. We need to access the risk. Siting of the nets needs to be looked at. They are in the best position and if used properly they should be no risk. Action Peter Haselden to do a risk assessment.

8. **Playground**

Keith Green and John Newberry are doing the weekly inspection. Dave and Wendy Evans are still checking the bins.

9. **Treasurers Report**

Electricity is coming down after the heating has been sorted. We need to get someone out to show us how the heating works. Wendy Evans to get in touch with someone.

WE

10. **Fund Raising**

The deposit for the New year's eve party has been paid.

11. **Lettings**  
Light checks and alarm has been done.
12. **AOB**  
The hole in the fence between the recreation ground and Lady Whaddon's is being used by young children to get into the recreation ground. This is very dangerous when cricket is on. When a match is on the will put the fencing along there.  
Disabled ramp – It is dangerous when under the mat.  
1. Could put tape along to show something is there.  
2. Could make the slop lower so it is not a trip hazard.  
Electrician to check the sensor light.  
Signs – Please do not park on the path - £135 +VAT for 2 signs. We only need one. A new banner £115.15 +VAT.  
Wendy Evans has asked for the trees to be cut back along the Village Hall side. They have put weed killer on the weeds around the hall.  
One of the railings had been knocked and Steve Argent caught his tyre on it and it was ripped. A car had been parked across the entrance.  
One of the trees is dying Amanda Silvester to ask her Husband it maybe it that they are strimming too close.  
**Project list – Soak away + tarmac parking area**  
**Date of next meeting – 3<sup>rd</sup> August 2015 at 8pm.**
- 13.