

Whaddon Village Hall and Recreation Ground Trust

Committee Meeting –6th November 2012 Whaddon Village Hall at 8pm

Present: Jenna Lewis –Chairman
Karen Coningsby - Secretary
Wendy Evans – Vice Chairman
Carol Ginger
Holding trustees: Lee Ginger Terry Allison
Barry Sharman Ian Knowles Jeremy Sharman (Roger Parker Assoc)

Meeting with Sharman Knowles Partnership

They hope to start the work April 2013.

1. Floor – Concrete blocks, with polystyrene blocks for installation covered with a concrete screed floor.
Installation and structure together. Wood or vinyl floor
wood approx. £4000 vinyl approx £1500.
2. Walls & roof – Celotex - breathable membrane, timber batons - air space then Celotex and smooth plaster board finish. Would be about 103mm thick, will be the same on the roof.
3. Kitchen – will be a fire proof screen and have to have a fire escape door. Heat sensors and smoke alarms
4. Heating – See report included - Types – under floor heating set at 16 deg, Air source heat pumps, with under floor vinyl would be better.
5. Lighting – LED lights, put electrics in before wall installation goes up.
6. Before costing can be done we need to decide what we want. We need tenders to go in Jan-Feb.

1. **Welcome**

The Chairman welcomed members and Terry Allison to the meeting.

2. **Apologies for absence**

Deborah Townsend, Niki Morton and Peter Haselden

3. **Declaration of Interest**

No declaration of Interest.

4. **Minutes of previous meeting**

Minutes of the previous meeting held on the 2nd October 2012 were signed by the Vice Chairman as correct

5. **Matters Arising**

1. Jenna Lewis still needs a session with Philip Peacock regarding the following: Change of hire charge after the AGM as this was not brought up, PPI license issue.
2. Deborah Townsend to get in touch with the PCSO to ask him to come and talk to the parents regarding parking on the road.

JL

DT

6. **Correspondence**

Wendy had a letter from Ridgeon's with regards to ask them to supply a kitchen – they replied no but they did mention that we could apply separately for a small grant, but Wendy looked into this and it is doubtful that we would qualify.

Following up on a list provided by Acre Wendy has applied to Trusthouse Charitable Foundation and has asked them for £15,000 – Should know in six weeks if we will go to the next stage.

WE

Jenna Lewis asked Wendy Evans for the invoices for the Windows.

7. **Treasurer's report**

Nothing to report.

9. **Lettings**

Not discussed as short meeting

8. **Table Tennis**

Roger Van Poortlviet has asked about starting a Table tennis club and wants to store the tables etc in the hall. He has asked the Parish Council for a grant towards the tables. He could have storage in the garage or back hall.

10. **Maintenance**

Grass cutting: Parish Council will go for formal tenders. Once they have agreed on the tender the PC will pay. We will then liaise with the contractor.

Railings – PC has asked Dave Evans to paint the railings. It would be nice to have a community painting session. This will go in the newsletter.

At the PC meeting it was brought up about the overgrown hedge between the recreation ground and golf range. Lee Ginger to mention it to Ken Green.

LG

11. **Sharman Knowles – outcome of the meeting**

Flooring – Vinyl would be better with under floor heating.

Maintenance would be better and acoustics. Must not be non-slip in main hall. We could have wood effect

Heating – Air source with under floor heating. What could we have for minimal top up?

Lighting – need fire detection – basic smoke alarms and heat detection. Don't need a control panel etc. Main units with

battery backups and linked by radio to each other.
For lighting we would have up lighters.

Wendy and Lee are meeting up with Barry Sharman to discuss
what we decided.

LG/WE

12. **AOB**
Nothing
13. **Date of next meeting – 4th December 8pm at Wendy Evan’s
Church Street.**