

Whaddon Village Hall Recreation Ground Trust

Minutes – Tuesday 5th February 2013 - Whaddon Village Hall at 8.00pm

Present: Jenna Lewis – Chairman
Wendy Evans – Vice Chairman
Peter Haselden Natalie Hanlon

Holding Trustee – Lee Ginger

1. **Chairman's Welcome**

The Vice Chairman welcomed members to the meeting.

2. **Apologies for absence**

Karen Coningsby – Secretary
Deborah Townsend
Nikki Morton
Carol Ginger

3. **Declaration of Interest**

None.

4. **Minutes of Previous Meeting**

Minutes of the previous meeting held on 4th December 2012 signed as correct.

5. **Correspondence**

None.

6. **Update from Sharman Knowles & Associates**

Sharman's have visited the site with Wendy Evans and Lee Ginger has also had a phone conversation with Ian. There are a number of outstanding items to be confirmed before the spec can be completed and the work put out to tender.

- Electrics will need to be relocated to the entry lobby.
- A temporary pump room will need to be located to part of the existing kitchen (by the doorway) with the remainder being used for storage. The Pump Room will require louvered doors (for ventilation) but with a netting to prevent anything being

dropped through.

- Kitchen layout and appliances required needs to be defined for the tender. Carol Ginger to be consulted.
- It was suggested that we have a dado rail at head height in the main hall which will allow people to pin/hang items when in use and prevent the walls from being damaged. All agreed this was a good idea.
- Did we want builders to replace/repoint brickwork at the front of the building as part of the tender? Agreed.
- Can the builders use the back room/toilets during building works? This will reduce costs. Agreed with proviso that they are returned in same condition.
- Electrician recommended LED lighting for cost efficiencies in long term. Agreed.
- Recommended that we use Karndean LooseLay flooring, a relatively new product to market. Designed for use over underfloor heating, is flexible and hard wearing with excellent sound proofing qualities. Wood effect. We would like to know if it is good for dancing on and what deal we can get if this is a new product and what the warranty is. Wendy to discuss.

8. **Cricket Nets**

Section 106 granted for approx. £1200. However, placement of the nets is difficult due to safety and the current proposed position is to have the nets parallel with the basketball court, running along the driveway around the hall. This will be a temporary structure, mainly used in the evenings and weekends but will restrict access to the playground due to potential safety issues of children running across the opening. Needs to be verified that cars will still be able to access the rear of the hall once the hall is extended at the rear. Peter Haselden to discuss the placement with the manufacturers to gain their input and advice.

9. **Treasurers Report**

The current 2012 – 2013 forecast will leave us with a surplus of approx. £6.5k due to monies received from Parish Council and Cambridge County Council.

Proposed budget for 2013-2014 will leave us with a surplus of £1454.40

We are waiting for someone to sign off our accounts and a new accountant is currently being assigned.

10. Fundraising

Available Funds to date for Refurbishment

Best case we will have approx. £80k towards refurbishment which will leave us a buffer of £7.5k to cover running cost of the hall for a year. Calculated at operating costs + emergency monies. In 2012, operating costs were £4.2k, so 150% emergency monies = £7.5k.

Ideas

- Wendy Evans has applied for 15k from Bernard Sunley Charitable Foundation.
- Lee Ginger is negotiating with the Parish Council for funds of £750-£1250 towards kitchen refurbishments.
- Peter Haselden is going to approach English Cricket Board but we require a children's cricket team before we can apply. This will be easier to get in place once the cricket nets are installed.
- Wendy has suggested to David's running club that we are the recipients of their fundraising activities for 2013.

Update from Fundraising meeting

- Jenna Lewis found the meeting with the Lottery advisor extremely helpful and determined that all applications are assessed on the degree to which we meet the social needs of the village and this assessed against Government Statistics (nationalstatistics.gov.uk). We failed against reaching the community and sports, but we do trigger the 'Isolation' category as we are in the bottom 15% of the country for people feeling and being in isolated communities. This is measured by distance to schools, post office, doctor's surgery etc. We therefore need to focus on how our large elderly (97 over the age of 60) & child populations are suffering through isolation.
- We also fulfil the brief for 'incoming communities' – St Mary's Close for example.
- We need to conduct a new consultation (on a 1 to 1 basis) with each of the segments of the community that is focused on understanding how they are being disadvantaged and how a new village hall will help them feel more socially included. Must get evidence from a minimum of 50% in each census category.
- This information then needs to be linked to the

Cambridgeshire County Council's agenda; for example Whaddon is in the bottom 3% of village halls that are deemed fit for purpose in our region.

- Part II of the application relates to what other resources are available in the village and we need to do an objective assessment.
- We also need to address how the village will get involved in the running and management of the Village Hall.
- Jenna to draft questions and show to the Lottery Contact from his input and advice. Wendy will focus on elderly residents, Jenna the incoming communities and Natalie Hanlon the youngsters (under 5).
- Suggested deadline of 3 months.

Plans for use of S106 monies – Car Park

Will be done late summer once the front of the hall has been done.

11. Lettings & Maintenance Report

Car Parking

- Due to continued bad weather it was agreed that parking should continue to be on the hard standing around the Village Hall.

Grass Cutting

- New liaison for grass cutting required. Agreed Peter Hasleden best placed as can co-ordinate with requirements for cricket.

Lettings for the Month

- Rentals have been very low over the previous month and Wendy Evans has taken decision to reduce cleaning to every other month.
- 2 new meetings for January; Slimming World & Motorcycle Club.

Maintenance

- Natalie been having issues with one of the bollards. Wendy to ask David to have a look.
- Water heater in ladies toilets is leaking. Temporarily fixed.
- Wendy to phone Neil Gallery and confirm ROSPA inspection.

Future Lettings

- Booking on 2nd May for Elections

- No bookings being taken after last booking on 11th May as this is planned refurbishment date.
- Table Tennis will start after refurbishment, but planned for Saturday mornings.
- 2014 Booking: Enquiry for a new Caravanning Club – 30/31st May. Exclusive use of VH for £250.

12. **AOB**

Wendy Evans to put date of AGM into Whaddon News – Monday 20th May

13. **Date of Next Meeting**

Tuesday 5th March – Please note change from original planned date of Monday 4th March.