

Whaddon Village Hall and Recreation Ground Trust

Committee Meeting – Whaddon Village Hall on 2nd April 2013 8pm

Present: Wendy Evans – Vice Chairman
Karen Coningsby - Secretary
Nikki Morton Carol Ginger
Natalie Hanlon

Holding Trustee: Lee Ginger

Public: Malan Peyton and Ian Knowles (Sharman, Knowles Partnership)

1. **Welcome**

The Vice Chairman welcomed members to the meeting.

2. **Apologies for absence**

Apologies were received from Jenna Lewis, Peter Haselden and Deborah Townsend.

3. **Declaration of Interest**

No declarations of Interest.

4. **Minutes of previous meeting**

Minutes of the previous meeting held on the 5th March 2013 were signed by the Vice Chairman as correct.

5. **Matters Arising**

- ROSPA Report – Jenna to discuss with Neil Gallery. As Neil thinks that the firm who put the equipment in should do a report. Play scheme will also do a report

JL

6. **Correspondence**

- **Sharman Knowles Partnership:** They had asked 5 firms for quotes 2 firm has declined to quote. Three have been received.
 - PAS - £81,713 +VAT
 - D&H Building Services £43,791 Building Works - total £80,860 these are the only ones that have done a detailed quote. They can do the heating cheaper
 - HNH - £44,995 Building Works
- PAS and HNH will do a details quote.
- Ian Knowles now need to go through all the quotes with a fine toothcomb to make sure everything is correct. Ian will as PAS for a detailed quote and HNH will have there's back by Friday. **A MEETING IS ARRANGED FOR MONDAY 15TH APRIL TO DISCUSS THE QUOTES ONLY.**
 - A letter was received from Jo Haselden re starting a drop in club on a Saturday morning which will help in

ALL

any grant applications made.

- Wendy Evans has been to see Coton Village Hall they have an air source heating system and keep it at 21 deg and they don't have a secondary heat source. They raise about £1000 each month within the village fund raising for more building projects. They have unisex toilets. Hire charges £7.50 and £10 for outside village.
- Wendy has also been to Gamlingay which have ground source heat pump system kept at 21 degrees.
- Wendy has spoken with those at Toft which has oil fired heating and East Hatley is oil fired as well.
- We may only need portable heating source ie: Dyson heaters but this needs further investigation and discussion there were worries about their portability.
- Wendy Evans has heard from Bernard Sunley Charity Trust who has agreed to pledge £2,000 towards the cost of the renovation of hall. We need to provide them with contract for work and confirmation that we have made the rest of our total.

7. **Treasurer's report**

Message from Peter Haselden: The accounts are now all but signed, auditors have approved them, just waiting for my approval of their format changes and then they will sign.

PH

A small shock: I had accrued for the year to March 2012 (accrued in the year March 2103, as on a cash basis) only £240. The invoice is now in for £540 (including VAT). I had asked them two questions on VAT (attempt to get VAT back on village hall), and this explains most of the difference. Moral of the story, nothing is for free.

Disappointing, but I don't think we have much choice. I will reconfirm for the March 2013 accounts that this will drop to £240 incl VAT.

Peter has sent the following email to the Parish Clerk, I know it is late, but do you think there is any mileage in getting the PC to "reimburse" the difference of £300 to the WVH or shall we just swallow it?

Reply from the Parish Clerk: Thanks for this. I can certainly ask the PC if they would be prepared to cover the additional cost or if they would prefer WVHRGT to pick it up. I'll let you know.

At the last PC meeting, the PC approved and paid WVHRGT's grant application for their insurance and the ROSPA inspection. They 'noted' the rest of the deferred grant application for £1,035 but would not officially approve this until the expenditure had been incurred and receipts obtained. This will require another application at a later stage but we have kept some money aside.

The PC has just reached their 2013 financial year end and so I will need to start preparing info for the auditors.

Would it be possible to have a signed copy of the grant application and also copies of invoices for the insurance and ROSPA please?

8. **Fundraising**

- Could Sharman and Knowles help with the energy grants? Jenna Lewis to check if she still has the lists.
- We need to organise some fund raising events ie BBQ
- Report by Wendy Evans for the Gamlingay Seminar: South Cambs council are no longer giving any large grants, but they do have a smaller (£1,000) maximum community chest scheme and Wendy has asked for £1000 for table and chairs.
- Sainsbury Charitable Trust – letter has been sent
- Tudor trust – letter has been sent
- Awards for All - £9729 has been asked for to go towards a kitchen the total cost has to keep under £25,000.
- Headley Foundation – letter sent for £1000
- Tesco – letter sent asking for crockery
- **letter sent to Johnson Matthey asking for help**

JL

9. **Lettings**

Twins club – nearly new clothes

Whaddon Waddle - Wendy Evans to contact Andrea Cook to Enquiry for a birthday party.

10. **Maintenance**

- Painting of the railings – date suggested is the 4th May. Could provide bacon rolls and tea and coffee. David Evans has had two offers of help one from Lionel Pinner and another from Mike Monks, Lee Ginger also said he would help. We need to ask any other members of village to assist.
- Cricket nets – Peter and I have discussed the sighting of the cricket nets, following the extensive concerns raised at the meeting earlier this month. The cricket club have agreed to place the nets on the far side of the REC where the coconut shy is placed at the Church Fete. The nets will be perpendicular to the road. I am satisfied that this alleviates the safety concerns of the Trustees regarding children being injured by a stray cricket ball when running from the car park to the playground. I have also agreed that once the second stage of the hall is started then we should consider integrating cricket nets close to the hall into the redesign considerations.
- Bollards – The bollards will be taken out for Easter.

13. **Date of next meeting – Monday 6th May 8pm in Village Hall. AGM 21st May at 8pm in Village Hall.**

DRAFT