

Whaddon Village Hall and Recreation Ground Trust
6th March 2023 at 8pm

Present: Anita Birch– Chair
Karen Coningsby – Secretary
Peter Haselden - Treasurer
Steve Coningsby, Gabby Van Poortvliet, Marine Boulter & Paula Tucker

1. Apologies for absence

Apologies were received from Lee Ginger and Steve Argent.

2. Declaration of Interest

There were no declarations of interest

3. Minutes of previous meeting

Anita Birch welcomed Marine Boulter Paula Tucker to the meeting as new Trustees. Minutes of the Deeds meeting on the 13th February 2023 and the previous meeting of the 16th January 2023 were agreed and signed by Anita Birch.

4. Matters Arising

- **Review of Trust Deed** –We are awaiting the response from the Parish Council of their intention to carry on with 2 or 1 Appointed member. This decision will be made at their AGM. Terry Allison’s address was incorrect. Official Custodians – Both Terry Allison and Lee Ginger have agreed that the Trust should move to vest with The Official Custodian, rather than have themselves as Holding Trustees.

Action: Anita to liaise with Lisa Chambers Cambridgeshire Acre re next steps to implement agreed changes at our AGM July 2023

AB

- **Hallmark Status** - Anita Birch brought forward the suggestion of the Trust to consider Hallmark status. Agreed to consider this later after AGM.
- **Wall painting** – Newly painted walls are showing some scuff marks. Anita Birch to hang signage to ask hirers to be aware of causing further damage to the walls. Signs have been laminated and put up.
- **Web Site** – Lee to update at next Trust meeting.
- **Jubilee Funding** – Peter Haselden is awaiting two further quotes required by the 9th March to proceed with Jubilee funding application. Peter advised that further funding stages will be available if we miss this application. Agreement from Trustees that will submit the current garage drawings.

LG

PH

Anita Birch reinforced the understanding that the monies that the Trust have in savings will not all be used, should our application be successful and that further fundraising will be required to proceed with the project

- **Electric Charge point** – Anita Birch attended an online workshop ran by Cambridgeshire ACRE and South Cambridgeshire District Council concerning the installation of Electric Vehicle Charging Points (EVCP's) Funding is available should we wish to proceed. This item has been added to the Parish Council agenda. Owners of the EVCP are able to set their own tariff and the trainers advised that this is usually set for net 0 profit. Rather the installation is seen as an additional 'resource' for the communities it serves.

Action: Village Hall to liaise with PC as a possible future joint project. **AB**

- **Online Playground quote** – ROSPA inspection of playground completed by Online Playgrounds (prev Fenland). Jonathan Burgess has dealt with any issues he is able to and quote for other works received. Parish Council have been approached to make contribution to the cost, as they have ring fenced money for the playground. All Trustees agreed that they would wish to proceed with Online Playgrounds completing the work.

Action: Await outcome from PC

- **Cleaner** – Karen Coningsby to email Bridget for an update on her health. Rota created for interim cleaning. Gabby Van Poortvliet, advised that Julia, daughter may be able to assist whilst at home from University

Action: Karen Coningsby to contact Bridget

KC

5. Correspondence

Country Broadband – Confirmation received from County Broadband that no agreement had been made to install fibre into the Village Hall. Our case was now closed. Anita Birch has sent confirmation email to all Trustees for future use, if required.

Complaint from South Cambs Dog Club – That the Railway club had turned up at 7pm, during dog training hoping to get set up.

Steve also advised that the outside lights had been left on for a second time.

Action: Karen Conningsby to contact Railway Club to reinforce their set up time.

KC

6. Building, Lettings and Maintenance

Garage – No discussion on the Garage. Peter Haselden to review figures after we have closed the accounts in March 2023.

Light & Alarm check

Bleeping of the Fire alarm reported by Gabby Van Poortvliet whilst she was cleaning the hall. Karen Coningsby able to turn it off. Anita Birch contacted Terry Allison who advised how to reset it. The issue was battery failure. Rose Security are due out on the 27th March.

Paint flaky around the eaves on the Village Hall. Some of the wooden parts are rotten. Steve Coningsby has scaffolding, and he will investigate.

Action: Anita, Jonathan and Steve to assess the viability of the work being done by the Handyman or if we require contracted decorators.

SC, AB,
JB

Energy costs – Peter Haselden advised that our energy bill has dropped from £600 to £300 – 400 in January. Trustees agreed for Anita Birch to further reduce the temperature in the main hall.

Anita attended a webinar provided by Cambridgeshire Acre and Eco Energy regarding energy cost. The recommendation was to look at what energy saving initiatives are already in place before considering any large investments such as Solar panels, as they may not be financially profitable,

Eco Energy are able to complete an Energy Assessment advising areas of energy loss, and make recommendations for energy saving initiatives. £150 survey cost. Gabby Van Poortvliet advised that she had seen an online survey which the Trustees agreed to use as a first course of action.

Action: Anita to reduce temp in hall. Gabby to locate survey and Steve Coningsby to complete.

AB/GV
P/SC

7. Playground

Karen Coningsby reported a part of the trim trail was broken this has now been roped off.

8. Finance.

£11,600 Income £8.2k in lettings Expenditure £7500, Profit £36K
£34900 cash £35400 assets. Reserve £36000 -£600 for playground.

Peter Haselden looking to open a charity account. He will investigate. Gabby Van Poortvliet mentioned CAF Bank, COIF Peter will look at. We will be staying with HSBC rather than changing banks.

PH

9. **Policies & Procedures**

Production of policies is on-going:

Safeguarding – Karen Coningsby

Health & Safety - Anita Birch

Finance – Peter Haselden

Trustee Rolls & Responsibilities – Gabby Van Poortvliet has sent shortened version to all Trustees.

Due to work required on the Trust Deed, Trustees agreed to extend timescale for production of Policies and Procedures.

Events

10. **Film Night-** To be picked up in September.

Village Fete – 8th July New Village Fete. The Committee have had their first meeting. Information will go in the Whaddon New Letter for more volunteers. It is very early stages at the moment. We will keep some aspects of the Church Fete ie Produce Show which will include some new classes i.e. handicraft and photography and more classes for children. Stalls will include cake, Tombola, Raffle etc. We will also invite external stall holders. Children's games, BBQ and a Bar. The split of profit will be 50/50 between the Village Hall and Church.

Kings Coronation – 7th May will be run by the same committee as the Queens Platinum Jubilee. Games 3pm, Communal teal 5pm & disco 7pm.

11. **AOB** - AGM will be on the 3rd July.

Dates for this year.

15/5/2023

3/7/2023 - AGM

4/9/2023

6/11/2023

15/1/2024

Meeting finished at 21.15pm.

Date of next meeting 15th May 2023 at 8pm.