

WENHASTON VILLAGE HALL MANAGEMENT COMMITTEE

Minute of the meeting held on Wednesday 29th May 2013

Present: Phil Corbett, Bookings Secty., Acting Chairman (Ph.C), Maggie Cartwright (MC), H Gairn [HG], Tony Gow (TG), Anne Harvey (AH), Will Harvey (WH), Ann Jones (AJ), Daphne Jordan (DJ), Bernard Orme (BOr), David Remy (DR), Derek Roberts (DRo.), Donna Squires (DS),

Apologies received: Richard Tucker (RT), R. Dillaway, V-Chair (RD), Sue Norris, Treasurer (SN) Michael Gasper (MG)

Attending: S Gow (SG) Minutes

1. **Ph.C welcomed** all to the meeting. Apologies received were noted (as above). All present agreed that Ph.C. should chair the meeting until the present chair was ratified and in attendance.
 2. **Election of Officers:** **Chairman:** Richard Tucker - proposed TG, seconded DJ. **Vice-Chair:** Robin Dillaway – proposed AJ, seconded BOr. **Treasurer:** Sue Norris – proposed BOr, seconded Ph.C. **Bookings Secretary:** Phil Corbett – present post-holder to continue – proposed BOr, seconded TG. **NB** Ph.C asked members to think of a replacement to take over from him at the 2014 AGM. **Secretary (ex-officio)** Sue Gow: proposed D.Re., seconded PhC. There were no other nominations for any of the posts above and all were carried unanimously.
2a) The present Executive Committee members are: RT.RD.SN.PhC.AJ.AH. All are willing to stand again. There were no other nominations. Derek R. proposed that the Exec. continue as at present, seconded by TG. Carried unanimously.
 3. **Minutes of previous meeting 27th March 2013.** Agreed as a correct record without amendment. BO proposed to accept the minutes, AJ seconded. Carried.
 4. **Matters arising (not on the agenda)**
 - Fee structure:** same as before but simpler, as agreed at the AGM. Frequent users £6.00 pr. hr.; £25.00 per annum for membership of frequent users; £12.00 pr. hr. for private users; Events £6.00 pr. hr. with a minimum of £30.00. Ratified.
 - Car park exit hand rail:** has been noted and is being dealt with. **Action:**
RD
 - Defibrillator:** AJ. The consultants for the Co-op required a vote on siting. Overall majority voted for the Village Hall. Actual site to be decided, within weeks. Gus Jones to train and advise on use.
 - License fee** – continuing. The correct forms are with RT. David R. was thanked for his offer to remain as advisor because of his experience and knowledge. **Action:** RT
 5. **Matters arising (27/03/13)**
 - (4a) VHMC and PC working group:** has been set up to discuss better guidelines for joint working. A draft will be put to the VHMC for approval. No problems envisaged. **Action:** RD/RT
 - (4c) VH outside light:** Roger Claxton will be sorting it out. **Action:** RC
 - (6c) Car park sign:** underway **Action:** PhC
 - (8a) Car park repair:** PC has confirmed they will pay the bill in return for not giving £1000 insurance grant for 2013 only. The work should be done in August but this may depend on Mark Woolnough's schedule. **NB** Village Show takes place on August 4th.
- Noted** that other points were deferred until RT and RD are at the next VHMC meeting.
- There were no other matters arising.
6. **Treasurer's Report** (given in absentia by SG):
Santander account £4,948.63; Ipswich Bld. Soc. £10,537.06; Petty cash £84.50

Total: £15,570.19. A reserve is important for larger bills e.g. plumbing and other contingencies. Report accepted unanimously.

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7. Booking Secretary's Report:

Bookings over next month quite healthy although clubs stop at the end of June for the summer.

A query from David Wilkinson regarding a private event - book launch. He asked if the MC would accept a share of the door takings instead of rent. After discussion of the pros and cons (setting precedent; a commercial event; fee rates having only just been agreed vs. the suggestions that for this event the VH set a fee lower than the usual rate or a % of the door whichever is larger) David Remy proposed that the request be refused and the normal fee charged, seconded by Derek. The Committee voted: 5 for the proposal, 2 against and 3 abstentions. Proposal carried. Ph.C to inform David W. **Action: PhC**

VH electrics. Because of the wiring there is a problem with over-loading circuits which causes the switches to trip and can also put out the systems in the Post Office. The PC should be consulted about the possibility of blocking the stage 'domestic's sockets to prevent them being used for amplifiers. Phil will draw up guidelines for users informing them of the separate circuit for high powered equipment and what to do if there are power cuts. **Action: PhC**

8. 100 Club.

AJ was able to agree the purchase of the proposed projector stand and cable safety covers, as suggested. **Action: Exec.**
The 100 Club is coming up to the end of the second year. It is hoped that the third year will be as successful. Joining forms are available at the PO or on the website.

9. AGM.

Generally though to have been a good meeting but there had been confusion about the start time. In future if a 7 for 7.30 start is agreed, it would be good to provide refreshments and presentation materials about VH projects for attendees to look at before the meeting. **Action: Exec.**

10. Hot water heater.

The surgery heater is not working. The cost to replace like for like is £800. An alternative might be 3 or 4 small heaters but cost could be about £400 per item. It is not possible to use hot water from the biomass boiler as all the pipes are on the other side of the hall. The GP has not complained since the boiler stopped working as he uses sterile gel hand wash. **Agreed:** ask Dean to research options. **Action: RT**

11. AOB

AJ: work party clearing weeds noticed three surface water drains were full of silt. Unsure if this affects car park drainage. Not known. **Action: Exec.**

MC: Again brought up the matter of the joint fence which she has now painted on her side. The concrete post to which her gate is fixed has crumbled and is affecting the gate. **Action: Exec.**

PhC: 1) Encouraged members to support Arthur Musk's fundraiser event on 8th June.

2) August 14th Health screening at the VH. A company provides full body screening for £100 - £140.00

There were no other items for AOB

