

WENHASTON VILLAGE HALL MANAGEMENT COMMITTEE
Minute of the meeting held on Wednesday 27th November 2013

Present: Robin Dillaway (RD) Acting Chairman; Sue Norris, Treasurer (SN), Phil Corbett, Bookings Secty. (Ph.C), Maggie Cartwright (MC), John Clark (JC), Helen Gairn (HG), Tony Gow (TG), Anne Harvey (AH), Wil Harvey (WH), Ann Jones (AJ), Daphne Jordan (DJ), Michael Gasper (MG), Bernard Orme (BOr), Donna Squires (DS). **Attending:** S Gow (SG) Minutes.
Absent: David Remy (DaR); John Levy (JL).

1. **Apologies received.** Derek Roberts (DeR),
2. Resignation of Chairman. **Noted:** Richard Tucker moved from the village and resigned at the Exec. meeting in October. Robin then took over as Acting Chair. BOr asked that the thanks of the Committee be minuted, for a job very well done. **Agreed:** All
- 2a) **Election of Chair.** RD nominated by Ph.C. Seconded AJ. No other nominations received. RD All present in favour. Carried. **2b) Election of Vice-Chair.** No nominations and no volunteers. Ph.C. suggested that a woman be next choice. Deferred to the next meeting. **2c) Cheque signatory.** A third signatory required Ph.C. offered. **Agreed:** All. **Action:** SN/Ph.C.
3. **Minutes of previous meeting** 25th September 2013. **Noted:** SG had received a correction to the minutes from John Clark: **Para 4b)** should read: *"The Executive Committee has agreed that a new table tennis table can be stored in the main hall next to the hall tables. This should be possible after new stackable tables have been purchased with 100 Club money"*. Acceptance of the Minutes Proposed: TG. Seconded: JC. Carried and agreed by all present as a correct record with the above amendment.
 - a. Any other matters arising (not on agenda). None.
4. **Matters arising. Noted the following:**
 - a. **License.** All Committee Members are licensees. The new Terms and Conditions have been accepted (and commended) by the police. The DPS sign will be removed. **Action:** RD
 - b. **VHMC and PC working group.** agreement is now with the PC.
 - c. **Car park repair:** More accurate to say soak-away repair. The contract is with the PC. Awaiting a date from M. Woolnough.
 - d. **Hot water heater.** Repaired. Bill received for £800.00. Blood donors' contract preserved.
 - e. **Hand dryers.** (discussed at AOB)
 - f. **Christmas Bazaar 7th December.** MG thanked for the Warbler advertisement. At present bookings are down on last year. Traidcraft are not eligible. SG and RD tabled posters. They will be emailed round. All members to assist in putting up. WH offered a banner. **Action:** RD/WH/SG
Raffle prizes. already bought. **Refreshments.** Ph.C will organize. **Action:** Ph.C.
Santa. Arranged. **Grotto.** still to be confirmed with JL. **Action:** RD
Presents' SN has bought & wrapped 20 each for boys and girls. **Agreed:** 30 for ages 2-10 only.
Decorations work party. 30th Nov. 2pm. **Hall set-up:** 7th Dec. 9am. Stall holders: 10am. Hall closed between 12 and 2. RD to do timetable to include 100 Club bonus draw. **Action:** RD
 - g. **Short pavement. Noted.** Land belongs to the PC. VHMC is lessee and would need to give permission for any changes. Highways would have to pay. The issue has been brought to the PC.
5. **Executive Committee report. Noted:** most of the report already covered above, with the addition of:
 - a. **Quiz.** All agreed, an excellent event. BOr. thanked again. **Noted:** £238.83 profit (Bar - £47.55; Raffle - £63.00; Teams - £176.00)
 - b. **Car park exit hand rail.** Exec. had taken note and discussed the issue. They agreed not to take further action due to insurance concerns. A health and Safety assessment would be required which could cause more difficulties (JC). VHMC agreed no further action.
 - c. **Defibrillator.** RD has signed the contract with the Co-op. Of 5 site options suggested the placement will be between the large fire doors and main building. There is no need for extra lighting. W'haston is not first on the list for installation but it will be done quickly when the time comes.
 - d. **Boiler programming.** The programmer is not being used properly. There is supplementary heating if necessary (4 large fan heaters and an oil filled radiator). **Must** be plugged in on different circuits. Groups should be aware that they can come in before start of activities to turn on the heating. RD is proposing pre-programming each week. Rog. C. will try to modify the thermostat. **Noted:** More people required to help with the programming and with ash clearance. **Agreed:** HG; TG; RD and any others to meet on Sunday 1st December at 11am. Extra keys have been cut for the boiler house. Ph.C has one.
 - e. **Bar area refurbishment. Noted:** on the back burner until more money is available. First priority is the Ladies Toilets. Carl (Star Pub) still interested about running the bar. Three bids would be required for consideration. RD & WH to meet and discuss further. **Action:** RD/WH

f. **Post office Development:** Jane Peters has put forward an idea to take over the MS Committee Room to extend the PO and establish a shop. No formal proposal as yet. This would require alterations to the building and planning permission. **Concerns expressed:** loss of the committee room for general use; possible compromise to the Charitable status of the VH (built by public subscription); a breach of the Constitution - VH a not-for-profit organization. **Agreed:** not to turn down the idea at this point; look at the Charity Commission rules; seek a detailed plan from JP and consider wider village consultation.

Action: RD

6. **Treasurer's report.** Petty cash - £ 40.39p; Santander - £3,631.84p; Ips. B. Soc. £10,261.57. As requested by JC at the last meeting **SN** tabled an income and expenditure breakdown for finances 1/01/2013 - 27/11/13. **Noted:** the VH will break even after major expenses have been paid. **SN** to email the table to members

Action: SN

7. **Booking Secretary's Report.** i) December bookings are as expected. ii) Traffic cone is missing iii) Eye Clinic finishes on Thursday - as yet not known if they will return in 2014. iv) Table tennis booking changed from 19/12 (school carol concert) to 20/12.

8. **100 Club. Noted:** £872.00 spent on 6 new tables and the storage trolley. There are now 10 matching new tables. Approx. £400.00 now left. Priority in 2014 to buy more tables. After discussion, **agreed** i) very old tables to be offered for a donation and then to furniture recycling charity, ii) Keep the middle range tables (presently in the hall) in the wings and re-assess in 6 months time. **Agreed:** AJ to cost a second chair trolley.

Action: AJ

9. **AOB**

a) **Ladies toilets.** i) Refurbishment - RD has contacted the Community Payback Trust and CSVs (young offenders) to re-paint. Their preference is to have groups working on a single task. RD will investigate what else they could do. ii) Hand dryers - costs range from £800 (Dyson) to £58. VH will need to spend £400 each for two not including costs of an electrician to assess power wattage requirements and installation. **Agreed:** RD to continue discussions with the Payback Team. **Action: RD**

Helen Gairn apologised and left the meeting at this point due to other commitments.

b) **Fence post.** TG was thanked for the arranging and supervising the excellent work. Final cost **£100.00** (included reducing the end fence panel). JC: objected to the VH paying towards the cost of the fence post and panel on the grounds that i) no permission had been gained in advance of putting the gate on the post ii) this action constituted trespass on VH property, iii) this created precedent. He also requested that MC leave the room during the discussion as she had a personal interest in the issue. After heated exchanges RD closed the meeting.

Maggie Cartwright left the meeting.

RD re-opened the meeting for the discussion to continue. RD pointed out that both the Exec. and the VHMC had agreed to pay half the costs of the repair and that these decisions were duly minuted. TG had paid the full costs himself and had now been reimbursed. **Agreed:** SN to secure MC's contribution. RD to follow-up. **Action: SN/RD**

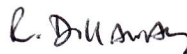
c. **Film Shows** - training on Monday 2nd December. Attending: Jason Gairn, Andy Norris, Tony Gow. morning. The next step is to bring equipment from the Cut to the VH to get technicals sorted out in situ before the first film is shown.

There were no other items under AOB.

The meeting closed at 8.30 pm.

Signed: 

AGAIRS
Chairman



Date: 26/12/13

Dates of next meetings.

Executive - 29th January 2014. - *LAURENCE*

Management Committee - 26th February 2014