



TTERTTON VILLAGE HALL COMMITTEE

Minutes of an Ordinary General Meeting of the committee held in the Committee Room on Wednesday 11th May 2016 at 7.30pm.

Present: Andrew Sharp (Chairman & Secretary) Joan Cullen (Hon. Treasurer), Emma Cooling, Rita Elliott, John Fudge, Claire Mills, Catherine Randall, Tom Simcock, Cheridah Stamford and Sue Tibbott.

- 1) **Apologies for absence.** Apologies had been received from Jill Gladstone and Sue Moger.
- 2) **Minutes of the last OGM.** That the minutes of the last OGM meeting held on 25th January 2016 having been circulated, were signed as a true record of that meeting. Proposed by Cheridah Stamford seconded by Claire Mills and agreed by all present.
- 3) **Matters Arising.**
 - (i) **Tables.** Andrew had investigated the cost of replacing the long tables stored in the outside sheds as they were particularly heavy and unwieldy. To replace with lightweight aluminium framed tables of a good quality would cost in the region of £100 each. He wondered whether it was worth putting something in the newsletter to see if resident might be willing to sponsor the cost of a table. It was agreed that it would merit a try to see what sort of response was generated. **ACTION: AS**
 - (ii) **Hirers Agreement.** Joan had circulated the new hirer's agreement to users both new and old. Unfortunately very few had returned the forms signing their acceptance of the hire terms. She would chase the relevant people up to return the forms. **ACTION: JC**
 - (iii) **Replacement of Stage Curtains.** The tracking had been refurbished and strengthened and the curtains had now been hung, it was agreed that they looked very smart. **ACTION: Resolved**
 - (iv) **Kitchen Cupboards.** In an effort to resolve an ongoing damp issue, Ro Smith had fitted a few discreet round ventilators to some of the cupboards. He had received the remainder of the vents needed and planned to fit them on his return from holiday. **ACTION: Resolved**
 - (v) **Defibrillator.** Following our last meeting, Andrew had written to the chairman of the Parish Council informing him that the committee had no objection to the defibrillator being affixed to the exterior of the hall, outside the committee room. **ACTION: Resolved**
 - (vi) **Community Shop Flag.** This was in place and, now that it had been sited further back from the road, was not thought to present any hazard or distraction to traffic. **ACTION: Resolved**
 - (vii) **Emergency Committee.** Andrew had written to the Clerk of the Parish Council confirming that the hall could be used as a Rest Centre/Safe Place in the event of an emergency. **ACTION: Resolved**

- 4) **Correspondence**. Western Power had written to inform us that they had no knowledge of a temporary repair having been made to incoming hall electricity cable. However, they were on the case and would make a permanent repair in due course. A letter from the Old Vicarage had been received enquiring if they could borrow tables, chairs etc. for their forthcoming coffee morning. Andrew had written back affirming that this would be acceptable.
- 5) **Treasurer's Report**. We have now paid the balance owing on the Stage curtains and the cost of the fitting and new runners. This totalled £996.06.

We made a total of £252 from the Quiz, which was a most enjoyable evening.

We have not received a bill for the water, which is usually comes towards the end of May, where, hopefully, the amount will be substantially less than last year.

Balances

Current account £3,106.18

Reserve £22,675.00

- 6) **Amendment to the Constitution**. Having sent all the Constitution Amendments that Catherine had produced to the Charity Commission, it now transpired that goalposts had been significantly moved and we are only permitted to amend administrative powers. Therefore amendments to clauses 7, 16, 19 and 20 were no longer acceptable and would have to be deleted before being re-presented to the Charity Commission. **ACTION: AS**
- 7) **Dishwasher**. This piece of equipment was causing more than its share of problems as some users did not seem to be able to grasp the basics of how it should be used. Joan had received a call from the cleaner that it had been left full of crockery on two separate occasions. Joan had narrowed the culprit down to being the Parish Council, John Fudge, on behalf of the council, whilst not wishing to name names would have a word with the person he believed to have been responsible. Andrew said that he would speak to Ro Smith concerning the dispensing of detergent and rinse aid, as Ro seemed to be more conversant with this machine than most people. **ACTION: JF/AS**
- 8) **Hall Lighting**. We had now received a further quote for installing low energy lighting to the main hall; this showed a saving over the original price of some £700. This would bring the price to a maximum of £4,300 including dimmers, all labours and VAT. It was conceded that although there would minimal savings in the amount of electricity consumed, this new lighting would give a much improved, modern and controllable lighting. There was also the bonus that we would no longer have the perilous task of regularly having to change the tubes and/or starters to the existing fluorescent lighting. It was therefore agreed by those present that we should press ahead to bring the lighting up to date. **ACTION: JC**

- 9) **UPVC Double Escape Doors.** We had now received two quotations to replace these doors. It was agreed that that their replacement was a priority since they were draughty and when it was windy the ensuing draughts negated the effect of the improved heating system. It was decided to press ahead with this task and award the work to Aspect Windows.

- 10) **Decoration of the Hall.** As agreed at the last meeting, an alternative quotation had been received for the redecoration of the exterior of the hall. Unfortunately this came out nearly £3,000 more expensive than the original quotation. It was agreed that, since they lived in the village, we should approach the Dabrowiecki brothers for a quotation. It was therefore decided that this redecoration be put on hold for the time being. **ACTION: AS**

- 11) **Guttering.** Jill Gladstone, although not present, had asked if we could remedy the problem of the gutters above the shop doorway leaking. It was thought that they were not blocked but must be leaking through the joints. Sue T kindly volunteered her husband Terry to look at the problem, an offer that was gratefully accepted. **ACTION: ST**

- 12) **Any Other Business.** Joan had been approached on a couple of occasions by would be hirers enquiring about a bouncy castle being permitted in the hall as part of a children's party; she asked how the rest of the committee felt about this. It was agreed that whilst nobody had any objection in principle, it should be clearly stipulated that any hirers wishing to use a bouncy castle in the hall must arrange for their own insurance to cover any accidents. **ACTION: JC**

There being no other business and with the date of the date of the next meeting to be advised, the meeting closed at 8.10pm.