



OTTERTON VILLAGE HALL COMMITTEE

Minutes of the Annual General Meeting of the committee held in the Committee Room on Wednesday 28th January 2015 commencing at 7.30pm.

Present: Andrew Sharp (Chairman & Secretary) Joan Cullen (Hon. Treasurer) Emma Cooling, Rita Elliott, Jill Gladstone, Sue Mogers, Clive Parnell, Catherine Randall, Cheridah Stamford and Sue Tibbott. There were three members of the public in attendance.

1. **Apologies for absence.** Apologies had been received from Claire Mills, James Pyne and Tom Simcock
2. **Approval of the Minutes of the 2014 AGM held Tuesday 4th February.** The minutes of last year's AGM having been displayed on the village hall noticeboard and on the village website, were taken as read. That they be approved as a true record of that meeting was proposed by Emma Cooling, seconded by Cheridah Stamford and was agreed unanimously.
3. **Matters arising.** There were no matters arising.
4. **Chairman's Report.** *"Following the 2014 AGM last January, sadly Jim Pyne decided that due to his heavy work commitments, he could no longer devote the time he would wish to the post of Chairman of the Village Hall Committee. He had helmed the committee since 2006 and had overseen many projects to a successful conclusion. Amongst these were the extension and overhaul of the toilets and the refurbishment of the kitchen, to name but two. I would like to record my thanks and, I am sure the thanks of the whole committee, for the sterling work Jim has done over the past 8 years. Unfortunately, after Jim's resignation, there were no nominations for the post of Chairman so I agreed to act as Chairman in the interim. However, at our meeting last September, since the position had still not been filled, I agreed to formally take on the Chairmanship as well as continue as Secretary, in the hope that someone could be persuaded to step forward and fill the important role of Chairman at the AGM. Since last year's AGM, the main work of myself and the committee has been working towards and enabling the opening of the Community Shop. You will recall that at that well attended and exciting AGM, Clive, as representative of the Otterton Snooker Club, agreed that the snooker room could be trialled as a venue for the Community Shop. Originally this was to be for two years but when it was learned that the practicalities of such a short term would impact on the Community Shop being able to secure grants, at a later meeting of the hall committee, it was agreed that the initial term be increased to five years. At this same meeting it was conceded that to leave the snooker table in situ would result in the shop aisles being too narrow to facilitate appropriate access and egress to the disabled, this would be in contravention of the Disability*

Discrimination Act. It was therefore reluctantly agreed that the table be dismantled for the term of the lease and stored within the curtilage of the hall.

Joan and myself as a subcommittee had numerous meetings with Jill Gladstone and Malcolm Crabtree, they being the sub-committee of the Community Village Shop Committee (CVSC). After much discussion and going back and forth between the solicitors involved, we finally had what we believed to be an acceptable draft of the sub lease between ourselves and CVSC. This was discussed, dissected and agreed on at an OVHC Ordinary Meeting on September 2nd and the final document was signed by Joan and myself, as representatives of the Hall Committee, early in September and came in to force at midnight of September 14th. Since then the work of CVSC in converting the snooker room into a practical community shop has been self-evident resulting in it's opening for business on 1st December. We do hope that, given the work done by all parties to facilitate it's opening, it proves to be a success and long term viable asset to the village.

Although the shop has been the main thrust for the year, we have also been aware that the problem of the roof is not going to disappear and that it will need replacing. We have some grants promised for this work and we will need to press on with the project to ensure that these promises are not withdrawn. Joan has been working tirelessly to achieve this and has been filling in and sending off any grant application forms that she is able to get her hands on. We believe that if we are not able to replace the whole roof during 2015 then we must renew at least one elevation with the remainder to be completed as soon as we have secured sufficient funds.

The other project that needed looking into was the upgrading of the heating system. The boiler is relatively new, but the pipes and radiators are now quite elderly. I am sure that some of these fittings are blocked with gunge and would benefit from being flushed through or replaced. We have met with specialists in this field and will be working with one of them with the aim of the heating being revamped in time for next winter.

It is no good having an efficient heating system if a lot of this heat is being lost to the outside. To overcome this we will be arranging for an insulation survey to find out the best way of keeping the heat where it is needed and we are working with the Community Council of Devon to achieve this.

The current written constitution of the hall was first penned in 1964 with a small amendment in 1995. It was therefore decided that it should be brought up to date. We were fortunate to three have volunteers to form a sub-committee to tackle this task, the fruit of their labours appears later on in the agenda, but I would like to thank Catherine, Tom and Emma for the work they have put in to drag our constitution into the 21st century.

We were aware that the paintwork of some of the exterior walls was in very poor condition. Having secured three quotes for the work, the job of repainting the gable end of the snooker room and the whole of the west elevation was awarded to Davies and Venn, who carried out the work during September. We did think that the repaint to these areas may lead to the remainder of the exterior paintwork looking tatty and that we might have to ask them to paint the whole of the outside. However, after consulting, we were of the opinion that this wasn't the case and it could be left to a later date.