

- 2) The following week another hirer left behind one and half wheelie bins of rubbish.

It was agreed that strategically placed notices/reminders of hirers responsibilities be placed in the Hall (see attached).

CW

Maintenance:

Cleaner: Everything going well.

West Side: The fallen leaves on the newly paved area were swept up.

However, due to the huge amount, leaves had already started to rot making removal/disposal very difficult. A regular cleaning maintenance programme for this area is required. Assistance from FOVH to be considered.

This clean-up exercise exposed two drains, which were designated take away rainwater from the roof. When cleaned out these drains were well below the ground level creating a trip/fall hazard. Pete to investigate the possibility of making covers for these drains.

PC

There was also a build-up of leaves behind the scout's shed. The scaffold poles hanging off the rear of the shed restricted access, for the larger framed person, to get behind with ease and clean up. Scouts to be asked if they could help and undertake this task.

CW

Kitchen Drain: Over 15 litres of sludge were removed from this drain exposing the grating, below which more sludge was evident – to be investigated at a later date. Pete to look at providing a cover for this drain.

PC

Scouts: Following the relocation of the shed, items remaining on the embankment still need to be removed.

In addition a 25litre drum of *creosote* has been left by the west side emergency exit. *Creosote* is considered to be harmful and dangerous to the environment and has not been available for use by the general public since 2003. With regard to disposal it should be dealt with as a hazardous waste. Scouts to be informed and requested to remove the material from site.

CW

Gents Toilet: There is damp and mould around walls and above entrance window. The latter may be due to blocked external. Pete to investigate.

PC

Gutters: These have become clogged with leaves etc. Dave McAllister to be asked if he would clean these out when he cleans the windows.

CW

Embankment: The hedge at the back needs trimming. David to have a look and consider the possibility of cutting back the large elder.

DP

Window Catches: In hand.

DP

Fund Raising:

Nothing to report.

Health & Safety:

The emergency exit gate on the west side is not closing properly – loose post.
Pete to look at.

PAT in hand.

PC

DP

Any Other Business:

It was proposed that FOVH be invited for drinks/refreshments early January to discuss what has been done and possible future projects. Xmas cards to be sent.

CW

2013 Annual Report: Content to be determined.

ALL

Improvement Fund Draw:

| | | | | |
|----------|-----|-----|------------------------|-------------------------|
| 2/12/13 | 19 | £5 | Mrs. Foote | 12, New Street |
| 9/12/13 | 18 | £50 | Mr. K. Humphrey | The Orchard, Church Ln. |
| 16/12/13 | 6 | £5 | Mrs. L. Houghton-Brown | 29, Stockleys Lane |
| 23/12/13 | 115 | £5 | Mr. W. Litt | Sunnybank, Main Street |
| 30/12/13 | 106 | £5 | Mrs. S. Getman | Royal Oak |

Meeting closed at 8.45 pm

Circulation: CT, ZM, LC, DP, PC, & CW.

P. Smith, A. Hawkins