

TINGEWICK VILLAGE HALL COMMITTEE MEETING:

MINUTES FOR 13th JANUARY 2014.

Present: David Partridge Carol Thurlby
Zoe Moorhouse Colin Whitton

Apologies: Lorraine Carter Pete Chamberlain

Minutes of Previous Meeting:

1. Agreed
2. Proposed: Carol Thurlby Seconded: Zoe Moorhouse

MATTERS ARISING:

Chairman's Report:

The Chairman reported that there had not been any response to the Tingewick News advert asking for new subscribers to participate in the Improvement Fund Draw. This was considered by all present to be extremely disappointing.

Secretary's Report:

Website: All items up to date.

Donations: Two donations had been received – Chris Carter (£285) and Whist Drive Group (£50). Thank-you letters agreed.

It was agreed that a thank-you to all those who have donated to the Village Hall over the past year be placed in the Tingewick News – no names to avoid the possibility of possible individual embarrassment.

Current Documents: These have been updated where applicable – to be circulated for comment.

Treasurer's Report:

The end of month balance for December showed a £294 deficit. The Financial Report for the year ending 2013 has been prepared and is ready for auditing. A draft Annual Report for 2013 has been drawn up and is ready to be circulated for comment etc.

With the completion of the work on the Westside of the Hall a discussion took place to determine possible future priorities. The top priorities outstanding from original survey were considered to be:

- 1) Renewing Hall Floor (including new vestibule).
- 2) Renew all external cladding and insulation.

Previous information **indicates** that 1) would cost £5000 or more, while 2) would probably be in excess of £10,000. In addition to these, within the next couple of years, the Kitchen & Committee Room floors need to be thoroughly examined to establish their condition following the problems recently encountered with rot.

ACTION

CW

CW

CW

CW

CW

It was concluded that current finance levels exclude any immediate work on 1) & 2) and that time should be spent building up reserves.

However, in the meantime, as 2 was a high priority project, a grant application to be prepared and submitted (to WREN?) later this year.

CW

Lettings Report:

Nothing to report.

Maintenance:

Drain Covers: Drain covers to be fitted.

PC

Scouts: Agreed to undertake cleaning task providing that there was suitable external lighting.

Creosote removed.

Toilets: The possibility of installing low power heaters, to reduce condensation, and water heater to be discussed with TS Electrical.

CW

Fund Raising:

Improvement Fund Draw: January and February numbers to be drawn at the next meeting. The draw numbers were audited and found to be satisfactory. Draw tickets for 2014 available for distribution.

ALL

Health & Safety:

PAT – testing in hand.

2013 – Last quarter audit satisfactory apart from:

Westside emergency exit – gatepost to be reinforced.

Swing door, main exit sticking.

Drain covers required.

PC

PC

Any Other Business:

None.

Improvement Fund Draw: None.

Meeting closed at 8.40 pm

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

P. Smith, A. Hawkins