

TINGEWICK VILLAGE HALL COMMITTEE MEETING:

MINUTES FOR 13th MAY 2013.

Present: David Partridge Carol Thurlby Pete Chamberlain
Zoe Moorhouse Colin Whitton

Apologies: Lorraine Carter

Minutes of Previous Meeting:

1. Agreed
2. Proposed: Pete Chamberlain Seconded: Carol Thurlby

MATTERS ARISING:

Chairman's Report:

A letter had been sent to the Parish Council confirming that the Village Hall Management Committee will be making arrangements to provide a replacement tree. Jamie McNaught was instructed to proceed with the purchase and planting of the tree based on his original quotation.

ACTION

CW

Secretary's Report:

Website: It was agreed that all current documents should be made available on the website. Colin to provide Zoe with the information.

ZM/CW

Charities Commission: The Commissions Annual Report was completed and returned.

AGM: 10 copies of the Village Hall's Annual Report to be made available.

CW

Treasurer's Report:

The balance for the month was £950.5, the main contributions being from rent and Improvement Fund subscriptions. With the minutes being readily available on the website it was agreed that the year to date total would only be reported verbally at the meeting. This was to reduce any possible influence that knowledge of this figure may have on future financial dealings. *(Not reported at the meeting – there had been an additional donation of £145.01 from the Jubilee Committee).*

TS Electrical had been contacted regarding ways of controlling the heating system. A site visit to be arranged.

CW

Lettings Report:

The Whist group had made a request for more small tables. To be informed there are only 7 available as 3 had gone "missing" sometime ago. The Conservative Club has cancelled their Race Night on two consecutive

CT

occasions. It was agreed that only half of their hire fee would be returned - (£40).

CT/CW

The Tuesday morning Bucks. Children's Group made a request that some form of catch is fixed to the swing doors to prevent toddlers opening them and trapping their fingers etc. This was rejected on Health & Safety grounds. However this did lead to a discussion on improving the situation regarding the swing doors.

Pete had investigated the problems associated with the swing doors and proposed that:

The existing swing doors are removed.

The vestibule is extended ca 30 inches into the Hall.

Two fire doors, with reinforced safety glass, are attached to extension.

One of these doors is "fixed" with an emergency push bar.

An emergency push bar is fitted to one of the outer doors.

This would improve the overall safety situation, be more compliant with regulation requirements and may reduce heat loss. Pete to provide a quote for this possible solution.

PC

Maintenance:

Swing Doors: See above.

Bar Top: Done.

West Side Paths: Waiting for information from Martin Hornsey.

Friends of the Village Hall – Spring Clean: Dave McAllister to clean in the roof-space Wednesday 25th May.

CW

Fund Raising:

Fete & Beer Festival: The possibility of providing a small crockery smash along with other target events was discussed. As David's van may not be available on the day, the use of scaffold netting and tarpaulins to be investigated. To be discussed at the next meeting.

PC/CW

Health & Safety:

A hirer found a broken glass that had been swept into a corner.

Any Other Business:

None

Improvement Fund Draw:

6/05/2013	72	£5	Z. Moorhouse	Bethany, Main Street
13/05/2013	10	£25	V. Rogers	Brondesbury, Back Street
20/05/2013	73	£5	A. Bone	Deeside, Cross Lane
27/05/2013	121	£5	P. Chamberlain	Harbour Lights Main Strt.

Meeting closed at 8.50 pm

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

P. Smith, A. Hawkins