

# TINGEWICK VILLAGE HALL COMMITTEE MEETING:

## MINUTES FOR 3<sup>rd</sup> NOVEMBER 2014.

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

**Apologies:** Lorraine Carter

**Minutes of Previous Meeting:**

1. Agreed
2. **Proposed:** Carol Thurlby      **Seconded:** Colin Whitton  
**Note:** Treasurer's Report October Meeting – the monthly balance reported was for September (not October).

### MATTERS ARISING:

#### **Chairman's Report:**

The Chairman stated that with the possibility of funding from third party sources the Village Hall must remain an independent body/charity and not be influenced by outside organisations.

#### **Secretary's Report:**

Website to be updated to include revised Rules and hire charges.

#### **Treasurer's Report:**

The monthly balance for October was down by £37.64.

A total donation of £250 had been received from the combined Bernie Marsden/Royal Oak music evenings.

A meeting has been arranged with Abbotfire to determine whether they would be a suitable alternative to MK Fire who currently carry out the extinguisher and emergency lighting maintenance.

**Grant Application – Wren:** Apart from a third quotation the application has been completed. A letter of support for the project may also be of benefit, Carol to approach the Parish Council. The grant request comprises:

Grant requested from Wren	- £14,460.00
Village Hall Contribution	- £750.00
Wren admin/Entrust levy to landfill operator	- £1,596.60 (third party/village hall).

(The Village Hall's overall contribution will therefore be £2,346.60)

The November application date has been missed, but in the light of other possible expenses that may be incurred in the very near future (see kitchen floor) a later application date may be more practical.

#### **Lettings Report:**

Nothing to report.

#### **Maintenance:**

**Kitchen Door:** Weatherboard fitted – completed.

**Preston Bissett Nurseries:** In hand.

**Cleaning:** Julie has agreed to do some tidying-up outside.

**Embankment:** Sticky contacted – in hand.

**ACTION**

**ZM**

**CW**

**CW**

**PC**

**DP**

**Storage Shed:** CJM requested to replace shed and base.

CW

**Gents Toilet:** The push button light switch had been broken allowing access into the interior of the switch. TS Electrical replaced this switch with a movement activated one.

During this visit TS Electrical were asked to sort out a minor leak on the water heater – this resulted in a fairly major leak – Gents toilet currently closed due to lack of hand washing facilities.

CW

**Outside/Car Park Light:** This has not been working for sometime. The switch operating this light has been moved to prevent further confusion with other light switches. The proximity of these switches had previously resulted in the light being left on for extended periods – burning-out tubes. However, the current problem was found to be that no power was getting to the light due to a problem in the roof-space – TS Electrical investigating.

CW

**Kitchen Floor:** An area of the kitchen floor had become very spongy which, longer term, may give rise to some safety issues. It was agreed to obtain quotes to establish the costs involved in completely refurbishing the whole of the kitchen floor – as recommended following the previous floor repair.

CW

**Fund Raising:**

Note to be placed in the Tingewick News explaining the changes in the improvement fund draw.

CW

**Health & Safety:**

Scouts Shed – gas canister removed.

Car Park Lining – Carol has spoken to Clifford – job dependent on the weather

CT

PAT testing – being discussed with Abbotfire.

Third quarter audit carried out – satisfactory apart from:

- Gents toilet – broken light switch. )
- Car Park Light – not working. ) *Being attended to*
- Storage Shed – areas not safe and exposed to weather. ) *see above.*
- Kitchen Floor – spongy and may become unsafe. )

CW

**Any Other Business:**

None.

**Improvement Fund Draw:**

03/11/2014	81	£5	A. Thurlby	13, New Street
10/11/2014	88	£25	L. Sedgwick	44, Stowe View
17/11/2014	77	£5	Charles Tanner	20, St. Mary's Court
24/11/2014	36	£5	L. Rogers	Brondesbury, Back Street

Meeting closed at 8.50 pm

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

P. Smith, A. Hawkins