

TINGEWICK VILLAGE HALL COMMITTEE MEETING:

MINUTES FOR 5th JANUARY 2015.

Present: Zoe Moorhouse Carol Thurlby Lorraine Carter
Colin Whitton

Apologies: David Partridge Pete Chamberlain

Minutes of Previous Meeting:

1. Agreed
2. Proposed: Carol Thurlby Seconded: Colin Whitton

MATTERS ARISING:

Chairman's Report:

Nothing to report.

Secretary's Report:

Letter received from MK Fire acknowledging cancellation of servicing. Abbotfire to commence extinguisher, emergency lighting maintenance and PAT testing in August.

Annual Report for 2014 being prepared, when completed, it will be circulated for comment.

Venues4you website – “ownership” taken of the page relating to the Hall, primarily - to remove the Secretaries personal details.

Treasurer's Report:

As the end of month details for December had not been provided by the bank, a complete financial report was not available. The indications are:

Monthly Balance for December ca £650

Year to Date Balance for 2014 ca £9500.

End of year financial report currently being prepared for auditing.

E-ON will be reducing the D/D payment from £134/month to £53/month in January. The cost of electricity for 2014 was 18% lower than that for the previous year.

WREN APPLICATION – application dates are March, July and November.

VAT – Outstanding.

Lettings Report:

Quiet start to the year.

Maintenance:

Preston Bissett Nurseries: In hand.

Storage Shed: It is hoped that work will commence in the next couple of weeks. Arrangements to clear out the shed to be made at the appropriate time.

ACTION

CW

CW

CW

PC

ALL

Kitchen Floor. A localised repair had been made to the floor. Awaiting floor covering to complete the job. Inspection had shown some joists had been affected and that other areas of the kitchen floor will require attention in the near future. Complete renewal of the kitchen floor should be considered. It was agreed to re-visit the problem mid-year when the financial situation would be clearer (re: grant application). (NB. It was thought that complete floor refurbishment would cost around £1000 – excluding moving kitchen furniture/appliances etc.).

ALL

Electric Meter: E-ON failed to turn up to re-new meter. Re-scheduled for 16th January. This failure to attend could result in compensation.

CW

Car Park Light: TS Electrical have failed to respond to calls/email. To cover ourselves it was agreed to install a solar activated light.

CW

Fund Raising:

V. H. Improvement Fund Draw: Tickets for 2015 distributed.

*CT/LC/
DP/CW*

Health & Safety:

4th quarter audit satisfactory except for:

Exterior car Park Light: Complaints had been received regarding the lack of lighting. It was agreed that with immediate effect solar light/s should be installed in order to provide some illumination. This will also provide an opportunity to establish whether TS Electrical is still interested or source another suitably qualified electrician.

CW

Emergency Lighting: This is outstanding as MK Fire was no longer involved with the Village Hall. Abbotfire will undertake the testing in August along with the extinguisher maintenance and PAT testing.

As a precautionary measure a quick test was carried out by switching off the incoming mains for approx. 2 min. All emergency lights came on, functioning correctly.

Storage Shed: The new shed should be erected early January.

Any Other Business:

Lorraine confirmed that she was resigning from the committee but would remain a “friend of the “Village Hall”. Lorraine was thanked for her work on behalf of the Village Hall.

Improvement Fund Draw:

No draw in January.

Meeting closed at 8.55 pm

**Circulation: CT, ZM, LC, DP, PC, & CW.
P. Smith, A. Hawkins**