

# TINGEWICK VILLAGE HALL COMMITTEE MEETING:

## MINUTES FOR 2<sup>nd</sup> FEBRUARY 2015.

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

### Minutes of Previous Meeting:

**Treasurers Report – Cost of electricity for 2014 should read “down by 34%”.**

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

### MATTERS ARISING:

#### Chairman’s Report:

Nothing to report.

#### Secretary’s Report:

**Annual Report 2014** – nothing to add on circulated report. Zoe to prepare the final draft.

**Charity Commission** email – it was considered that the committee complies with the Commission’s requirements.

**Venues4hire** – no interest in an enhanced listing.

#### Treasurer’s Report:

End of year financial report for 2014 completed and signed off. The end of month balance for January 2015 showed a deficit of £1992.10, which was largely due to the payment of £2652 for the new storage shed and base.

**Wren Application:** Package complete apart from the Annual Report. It is intended to submit the application to meet the March deadline. The application for £14460 with cost the Village Hall ca £2500.

**VAT – reclaiming:** - Outstanding.

A list of updated priorities and project costs to-date was discussed (see attached). It was considered that inserting some of the information in the Tingewick News, showing where Improvement Fund money had been spent, would be a useful exercise.

#### Lettings Report:

Nothing to report.

#### Maintenance:

**Preston Bissett Nurseries:** In hand.

**Storage Shed:** Completed. There is a need to tidy up discard and unwanted items. David to investigate the possibility of putting the polisher/buffer into an auction.

**ACTION**

ZM

CW

CW

PC

DP

**Kitchen Floor:** localised repair completed.

**Electric Meter:** Replaced

**Car Park Light:** Solar light fitted. However TS Electrical turned up and replaced the existing light. The solar floodlight was then installed inside the storage shed.

**Oven Door:** This had been broken *again*. Subsequently repaired.

**Gutters & Windows:** Cleaned by D. McAllister.

### **Fund Raising:**

Improvement Fund Nos. audited and found satisfactory. Pete made new “numbers” (141 to 150) for inclusion into the draw.

### **Health & Safety:**

When the electric meter was replaced the power supply was off for an extended period (1 hour +). The emergency exit sign over the kitchen door failed during this period. See whether Abbotfire picks up the fault?

Review of risk assessments carried out.

### **Any Other Business:**

Place a request in the Tingewick News for new Committee Members.

CW

CW

### **Improvement Fund Draw:**

#### **January**

<b>5.1.2015</b>	<b>99</b>	<b>£5</b>	<b>D. Clarke</b>	<b>Gorrell Close</b>
<b>12.1.2015</b>	<b>80</b>	<b>£25</b>	<b>M. Wright</b>	<b>12, West Well Close</b>
<b>19.1.2015</b>	<b>74</b>	<b>£5</b>	<b>A. White</b>	<b>Cherry Tree Cottage</b>
<b>26.1.2015</b>	<b>107</b>	<b>£5</b>	<b>K. Whitton</b>	<b>3, Old Forge Close</b>

#### **February**

<b>2.2.2015</b>	<b>66</b>	<b>£5</b>	<b>B. Hood</b>	<b>6, West Well Close</b>
<b>9.2.2015</b>	<b>102</b>	<b>£25</b>	<b>S. Gardner</b>	<b>7, Stockleys Lane</b>
<b>16.2.2015</b>	<b>16</b>	<b>£5</b>	<b>F. Marsden</b>	<b>Littlehouse, Barton Road</b>
<b>23.2.2015</b>	<b>90</b>	<b>£5</b>	<b>J. Hutton</b>	<b>3, Stockleys Lane</b>

**Meeting closed at 8.50 pm**

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

**P. Smith, A. Hawkins**