

# TINGEWICK VILLAGE HALL COMMITTEE MEETING:

## MINUTES FOR 4<sup>th</sup> NOVEMBER 2013.

**Present:** Carol Thurlby Pete Chamberlain Lorraine Carter  
Colin Whitton

**Apologies:** David Partridge Zoe Moorhouse

### Minutes of Previous Meeting:

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

### MATTERS ARISING:

#### Chairman's Report:

Nothing to report.

#### Secretary's Report:

Julie Kirkup and the Fete refreshment team had made a donation to the Village Hall. A thank-you to be placed in the next issue of the Tingewick News.

#### Treasurer's Report:

The end of month balance for October showed a deficit of £8296.39. This was primarily due to payments for the work on the west side of the Hall and the installation of a thermostat to control the heating in the main hall.

A donation of £202 was received from the team running the refreshment tent at the Fete this year.

A payment of £170.52 was made to the Performing Right Society for the 2013/2014 PRS/PPL licence.

The brokers for the Village Hall insurance (Norris & Fisher) were contacted with regard to the forthcoming premium renewal in December. The indications were that if the Committee agreed to another "3 year deal", premiums would be similar to those of previous years. If this was confirmed by the next renewal request it was agreed to renew the policy with the current brokers.

A review of projects (other than regular maintenance), November 2010 to October 2013 showed that a total of £13999.64 had been on spent improvements and repairs – see attached.

The introduction of the thermostat to control the heating has generated a mixed response ranging from too cold to too hot. Adjustments are being made to the thermostat to establish the most acceptable setting overall.

#### Lettings Report:

Nothing to report.

**ACTION**

**CW**

**CW**

**CW**

## Maintenance:

**Cleaner:** Julie has agreed to undertake cleaning duties permanently.

**West Side:** Following a site inspection Martin Hornsey felt that manhole cover did not pose a problem.

Leaves and twigs were building up on the new paved area. Action will be required before long to prevent the area being covered with “rotting vegetation” as was the case prior to the improvements being carried out. This clean up is to be considered when the leaves etc have ceased to fall and possibly linked with clearing out the gutters.

**Bar:** Pete has repaired the bar door.

**Outside Drain:** Water is very slow to run away from the drain by the kitchen. It was thought that this drain might be connected to a soak away. An attempted was made to clear some leaves and debris. A cover to be made to prevent the build up of rubbish.

**Ladies Toilet – Water Heater:** Outstanding.

**Window Catches:** Outstanding.

## Fund Raising:

Lorraine reported that Chris may be able to make a donation to the Village Hall in the near future.

## Health & Safety:

Third quarter audit satisfactory.

Sticking door -emergency exit from committee room freed.

PAT testing outstanding.

## Any Other Business:

Jamie McNaught contacted regarding outstanding work.

**Christmas Decorations:** There may be some artificial trees around that can be used – it was agreed to take no further action.

## Improvement Fund Draw:

4/11/13	59	£5	P. Smith	Crawford Cottage
11/11/13	74	£25	A. White	Cherry Tree Cottage
18/11/13	39	£5	J. Smith	Parsonage Farm
25/11/13	80	£5	M. Wright	12, West Well Close

Meeting closed at 8.45 pm

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

P. Smith, A. Hawkins

PC

DP

DP

PC/CW