

TINGEWICK VILLAGE HALL COMMITTEE MEETING:

MINUTES FOR 7th OCTOBER 2013.

Present: David Partridge Carol Thurlby Pete Chamberlain
Colin Whitton

Apologies: Lorraine Carter Zoe Moorhouse

Minutes of Previous Meeting:

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

MATTERS ARISING:

Chairman's Report:

Nothing to report.

Secretary's Report:

Website: Katy has added a new contact form in an attempt to reduce the amount of spam being received – being monitored.
Comments received indicated that there was not a general awareness of the existence of the website. A note to be included in the next issue of the Tingewick News.

AVDC: A survey relating to Low Risk Food Usage had been received, completed and returned.

PRS/PPL: Financial details submitted in order that the Hall's contribution for 2013/2014 can be calculated.

Treasurer's Report:

The end of month balance was down by £360.62. The main contributor being payment for extinguisher maintenance and replacement.

A donation of £50.00 was made to the Table Tennis section of the Diamonds, towards a new table. A letter, thanking the Committee was received.

Four new, small folding tables were received and are now in use.

TS Electrical had installed the thermostat to control the main Hall heating – optimum setting to be established over the next few weeks. Investigating recent electricity bills it appears that the Hall heating consumes at least 80% of the total electricity used.

A note concerning the installation of the thermostat to be added to the website.

Lettings Report:

Nothing to report.

Maintenance:

Cleaner: The new cleaner (Julie) to be asked if she would take on the cleaning duties permanently.

West Side Improvement: The work had been completed and everyone agreed that it was a major improvement. A concern was raised that the manhole cover within the paved area was slightly elevated making it a possible trip hazard. Contractors to be contacted.

ACTION

ZM

CW

CW

CW

CW

With the earth removed from the rear of the Village Hall storage sheds it was found that they were in a very poor condition – wood rotten and interior exposed. M. Hornsey offered to *try* and make good some of bad areas –materials cost only. This offer was accepted.

CW

The Scouts have yet to move their equipment, which is currently stored on the embankment, back into their refurbished shed. If there is no action within the next two weeks, Scout Leader to be contacted.

CW

Plumbing: A new tap was fitted in the bar and the water heater in the Gents toilet serviced (the latter may need to be replaced in the near future). The solenoid feeding the cistern in the Gents was regarded as satisfactory.

Hall Lighting: A new starter was fitted to one light while inspection showed that the end-cap of the other light had been knocked off*. Both lights now satisfactory.

*A group have been observed playing football *inside* the Hall.

Hall Window Catches: David to provide replacement self-tapping screws.

DP

Bar: The aluminium floor strip had been bent upwards and it appeared that some “weight” had been applied to the bar door, pulling the hinge screws such that bottom of the door was scraping and “gouging” the wooden floor. This was temporarily rectified but Pete to re-hang door.

PC

Curtain Tie: Metal clasp ripped out of tie material. Mended (sort of).

Ladies Toilet - Water Heater: Control knob broken – no water (hot or cold).

CW

Gents Toilet: Sparks reported from the rear of the hand drier. Inspection confirmed that there was sparking within the unit. TS Electrical examined the drier and reported that the sparking was due to the brushes on the motor and that there was no perceived safety issue.

Fund Raising:

Nothing to report.

Health & Safety:

Emergency exit door from Committee Room sticking. Pete to investigate.
Pat testing – David to arrange for his contractor to visit site.

PC
DP

Any Other Business:

None

Improvement Fund Draw:

7/10/2013	45	£5	C. Hawkins	2, Stowe View
14/10/2013	66	£25	B. Hood	6, West Well Close
21/10/2013	110	£5	L. Carter	The Mount Upper Street
28/10/2013	138	£5	T. Middle	2, West Well Lane

Meeting closed at 8.50 pm

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P. Smith, A. Hawkins