

# TINGEWICK VILLAGE HALL MANAGEMENT COMMITTEE MEETING:

## MINUTES for 6<sup>th</sup> FEBRUARY 2017

**Present:** David Partridge   Colin Whitton   Carol Doherty   Trisha Lightfoot  
Ed Maxwell   Zoe Moorhouse   Julie Hart   Fran Marsden

**Apologies:** Carol Thurlby   Pete Chamberlain

### Minutes of Previous Meeting:

1. Agreed
2. Proposed: Carol Doherty   Seconded: Trisha Lightfoot

### MATTERS ARISING:

#### S106 FUNDING:

The planning application for the extension has been registered by AVDC. If there are no objections approval should be granted around 6<sup>th</sup> March. Once approved “copies of the proposed design/plan and associated preferred quote/s” to be submitted to AVDC (see attached)

4 quotes had been received. Ed presented information extracted from these quotes (see attached). Bromley & Gaines had been requested to quote but no information received as yet. The quotes received, all inclusive of VAT:

Acclaim	£45344
Burgess	£97200
CJM	£61800
Landlord renovations	£69120

Trisha to contact the Parish Council and request written confirmation that the £76000 funding will be available and establish whether any additional funding could be accessed should the situation arise.

When reviewed by the Parish Council at their most recent meeting no objections were raised to the proposals albeit their remit was confined to the exterior. However it was reported that members of the public had made comments regarding the internal lay-out of the proposal, one of which had also submitted an alternative plan (see attached). Prior to this, a Trustee was contacted by a Tingewick resident who expressed concern about possible changes with the procedure for the preparation and serving of food. As two trustees sympathised with this latter view a response was circulated for comment. A plan of the proposed lay-out, with committee contact details for comment, to be put on the Village Hall notice board, (see attached) - Tingewick News not considered a viable option at present. Alternative lay-out submissions are also attached.

#### CHAIRMAN'S REPORT:

Nothing to report.

#### SECRETARY'S REPORT:

**Wi-Fi in the Hall:** A socket and cable has been installed internally. A pole is now required to elevate the external “supply” cable to a safe height – the corner “dog-leg” on the east path has been suggested.

**Signs:** Amended and put up.

**A. Watson:** The proclamation is now with Trisha (postcards/cartoons will also be available for AGM).

**Annual Report:** Agreed and signed-off.

**ACTION**

**CW**

**TL**

**CW**

**Anglian Water:** Confirmed that for the business sector the revised name will be:  
Anglian Water Business (National) Ltd.

### **TREASURER'S REPORT:**

The balance for January up £747.62

The financial audit for 2016 was signed-off by A. Campbell.

In January E-ON had increased the D/D to £149/month.

A donation of £50 pound was received from the Whist Drive Players. A letter of thanks has been sent.

Fran presented a donation of £387 from the Community Cafe for January.

### **LETTINGS REPORT:**

The Hall has been booked for the Buckinghamshire County Council Election 4<sup>th</sup> May.

### **MAINTENANCE:**

**Overhanging Trees:** The committee agreed to a quote of £575 from Greensleeves.

**Main Door Lock:** New lock installed and keys distributed – key holder list attached.

**Gents Toilet:** Water supply to taps and cistern became frozen. Heaters (max.3) being left on along with all toilet doors being left open overnight during exceptionally cold periods.

CW

### **FUND RAISING:**

**Film Show:** Carol thanked those who had supported her with this event. Due to the difficulties being experienced with the Tingewick News, alternative means of advertising were being employed – 150 leaflets (FOC - Stuart McMahon) to be available for distribution.

CD/ZM

**Improvement Fund Draw:** January and February draws were due to be made.

However, it was proposed by some members of the Committee that the draw needed to be updated as the prizes were an embarrassment, its name should be changed and that there was a general lack of understanding of its workings. As the draws for 2017 had yet to be made now would be an ideal time to change. It was suggested that there should be 2 x £10 prizes and 1 x £20 prizes per month with the draw taking place in the Community Cafe. The change was proposed by Carol Doherty and seconded by Trisha Lightfoot. Fran Marsden agreed to run and administer the draw – the first of which will be held on Friday 10<sup>th</sup> February.

FM

### **HEALTH & SAFETY:**

No issues this month.

### **ANY OTHER BUSINESS:**

Trisha reported that as a member of pilates, she and the group were unhappy about the cleanliness of the Hall floor. It was agreed to review the situation next month at which point the cleaner should be well enough to have resumed her full duties.

Carol requested permission to clean the wall at the back of the stage in order that it could be used as a screen for the film show. This was agreed with the proviso that if a ladder was used at least 2 people would have to be present.

Meeting closed at: 9.40

Circulation: CT, ZM, DP, PC, EM, CD, FM, JH, TL, CW, P. Smith, A. Hawkins