

TINGEWICK VILLAGE HALL MANAGEMENT COMMITTEE MEETING:

MINUTES for 5th JUNE 2017

Present:

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

Apologies: The Chairman had spoken to Carol Thurlby and felt that it was possible that she could rejoin the Committee at some future stage.

Minutes of Previous Meeting:

Two items in May's minutes were regarded as not a true record or required clarification, namely:

Chairman's Report: 1st Paragraph – comments to be clarified.

Lettings Report: 1st Paragraph, line 5 - relating to a committee member's reaction to the resignation letter.

It was unanimously agreed that May's draft minutes would be amended accordingly. The amended minutes are attached.

MATTERS ARISING:

S106 FUNDING:

An introductory meeting had been held with Nick Fordy who confirmed that he would be acting on behalf of the Management Committee. The action points being for Nick to be provided with a copy of the planning application plans submitted to AVDC which should enable him to provide some basic regulatory information which could influence the final extension layout (i.e. number of toilets).

Following the above meeting some concerns were expressed as to whether the structural strength of the side of the Hall, to which the proposed extension is to be attached, would be adequate to provide the additional support required. If this were the case, would a stand-alone, linked unit be a feasible alternative? To be discussed with Nick.

CHAIRMAN'S REPORT:

Nothing to report.

SECRETARY'S REPORT:

Well attended Hall events have resulted in Hall users parking in the Royal Oak car park. Ed to contact the school authorities to establish whether on certain occasions the school car park can be used for additional Village Hall parking.

Website: Zoe provided an update of work recently undertaken to improve firewall and security, connectivity with desktops and mobiles etc. An events calendar will be investigated.

Diary: Tingewick News appears to be adapting old copy rather than new material submitted.

Charity Commission: The Annual Return has been requested. Personal details of new committee members obtained for submission.

TREASURER'S REPORT:

The balance for May was up by £943.33. A donation of £494 from the Community Cafe had been received.

ACTION

CW

CW

EM

ZM

CW

LETTINGS REPORT:

Election of Lettings Officer: Julie Hart volunteered for the position.

Proposed: Carol Doherty

Seconded: Fran Marsden

All agreed

Hire Charges: To be discussed in full next month – to give the new Lettings Officer time to ascertain what the position involves.

Discussion did take place on hire charges primarily involving children's parties and the possibility of marketing these – maybe a special promotion of week-day parties between 4.00 pm and 6.00 pm could be investigated.

MAINTENANCE:

Extractor Fan – Ladies Toilet: Replacement installed.

Floor Cleaning: The cleaner was concerned (in case that it reflected on her) that food dropped on the floor was leaving a stain which was difficult to remove (stains disappears over time).

FUND RAISING:

Improvement Fund: Two new subscribers had joined.

Bernie Marsden Fund-Raiser October: Due to prior bookings, it was not possible to use the Village Hall for the proposed event. David suggested the possibility of using facilities near his auction house off the A422 on 27/28th October. Bernie and David to get together to assess the sites suitability.
The Crown, Gawcott to run the bar.

DP

FM

HEALTH & SAFETY:

A report had been received, via the website, that someone had tripped-up ascending the steps to the embankment. It was agreed that the step heights are variable and too steep. The steps were closed off to the public. The contractors, CJM, to be contacted with a view to sorting out the problem.

CW

ANY OTHER BUSINESS:

Fête & Beer Festival - 24th June: David to provide barriers for the Village Hall crockery smash.

DP

IMPROVEMENT FUND DRAW: Drawn – Community Cafe – Friday 2nd June.

151	£20	Hugh Dymoke
104	£10	P. McAllister
130	£10	Tracy Thurlby

Meeting closed at: 9.35 pm

Circulation: ZM, DP, PC, EM, CD, FM, JH, TL, CW,
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