

TINGEWICK VILLAGE HALL MANAGEMENT COMMITTEE MEETING:

MINUTES for 5th MARCH 2018

Present: David Partridge Ed Maxwell Carol Doherty Fran Marsden
 Pete Chamberlain Julie Hart Zoe Moorhouse Colin Whitton

Apologies: Nick Fordy

Minutes of Previous Meeting:

1. Agreed
2. Proposed: Zoe Moorhouse Seconded: Julie Hart

MATTERS ARISING:

S106 FUNDING:

Nick sent his apologies to the meeting but did report via email that the drawings were finished and would be emailed to the Secretary for circulation and discussion. Regarding the proposed list of builders, he requested that there should be no more than 5 as it cost tenderers time and money to prepare the quotes and that a 1 in 7 chance of acceptance was not fair.

From lists previously drawn-up 5 builders were selected to be contacted for requests to quote - see attached.

Tingewick Parish Council (TPC) accepted the Committee's second application for S106 funding and requested that an S106 Projects Authorisation Form be completed and returned to the Parish Clerk for submission to AVDC. The authorisation form was completed (see attached) and circulated to committee members for consideration. The form was approved and will be submitted to TPC as soon as the extension plans have been received and reviewed.

ACTION

NF

CW

CHAIRMAN'S REPORT:

The Chairman totally refuted and was not going to put up with the rumours emanating from the Royal Oak Tingewick. These rumours implied that money was taken to enable the Crown, Gawcott, to run the bar at Bernie Marsden's Music Night. Should these rumours persist legal advice/action will be taken against the perpetrators.

SECRETARY'S REPORT:

Wi-Fi: The TPC has a 2 year contract with XLN. Ed discussing the "transfer" to Village Hall with M. Hornsey.

EM

Key Box: To improve security box code to be changed every 3 months. If problems arise with unauthorised entry/code availability, the issue of keys to regular hall users to be considered (with some form of deposit or financial penalty if a key is lost/not returned).

EM

Premises Licence: AVDC have now activated the D/D for payment.

TREASURER'S REPORT:

The balance for February was up by £1222.

End of year audit still outstanding. Annual Report completed but awaiting for

the inclusion of the signed-off financial report.

CW

Carol's Memorial: Fran and the Chair of TPC met Tony and Angela Thurlby. A bench round the tree in the Village Hall car park was favoured with TPC and the Village Hall combining their resources. If for some reason this solution was not viable, a bench in the cemetery could be considered.

The Diamond's notice board has been put up in the main hall. The original notice board to be re-sited and used for forthcoming events to prevent the new board becoming cluttered.

PC

LETTINGS REPORT:

Lettings Form to be revised. Circuit Training Classes not carrying on for the present.

JH

Problems were encountered with hirers not removing their rubbish. One booking completely filled the 2 bins resulting in a subsequent hirer leaving 2 bags of rubbish in front of the emergency exit and 3 bags on the floor by the bins. 4 of the bags had been ripped open by animals. It appeared that requests to remove rubbish had been deliberately ignored. To alleviate some of the problems encountered AVDC to be contacted to establish whether there were any larger bins available.

CW

MAINTENANCE:

Electrical Work: Electrician contacted but failed to turn up.

CW

Swing Doors: Swing hinges worn out. Pete to replace with normal hinges with the doors opening one-way only.

PC

Hall Lights: Fault on outside light not resolved. No point contacting current electrician – see if TS Electrical available.

CW

Gents Toilet: Leaking pipe – to be repaired by Tony Hart.

FUND RAISING:

Barn Dance: Up to 40 tickets have been sold. BBQ to be under a marquee outside the Hall with 50 persons being catered for.

Ed to provide lights and spotlights.

Zoe and Ed to run the bar.

Cash required on the night for the band and float.

FM/CD/JH

EM

ZM/EM

CW

HEALTH & SAFETY:

Nothing to report.

ANY OTHER BUSINESS:

The Community Cafe has purchased a coffee machine in order to reduce the amount of non-recyclable plastic currently used. It was agreed that this could be stored in the kitchen but recommended that any fragile components should be stored separately.

Meeting closed at: 9.20 pm

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

P. Smith, A. Hawkins