

# TINGEWICK VILLAGE HALL MANAGEMENT COMMITTEE MEETING:

## MINUTES for 3<sup>rd</sup> SEPTEMBER 2018

**Present: David Partridge      Carol Doherty      Fran Marsden**  
**Pete Chamberlain      Julie Hart      Colin Whitton**

**Councillor Patrick Fealey (part of meeting)**

**Apologies: Zoe Moorhouse      Ed Maxwell**

**Minutes of Previous Meeting:**

- 1. Agreed**
- 2. Proposed: Carol Doherty      Seconded: Fran Marsden**

## MATTERS ARISING:

### S106 FUNDING:

There was concern that although the Parish Council had supported the second funding application for additional S106 funds there was no confirmation that it had been approved by AVDC. There was also some doubt over the method of contractor payment. The Secretary contacted Ed and asked if, in his capacity as a Parish Councillor, he could determine what was the current situation (see attached). This resulted in Councillor Fealey attending the meeting.

Councillor Fealey Reported:

The two applications for funding had been rolled into one by Joe Houston (AVDC) in conjunction with the Parish Clerk. This money (£132,000) was now “ring-fenced” for our project.

Being an autonomous organisation and separate from the Parish Council the Management Committee would be responsible for the direct payment to the contractor. This payment then being reclaimed from AVDC. It was suggested that because of the large sum/s involved that the project should be broken down into “pockets of work” for smaller interim payments. With the contractor's agreement use the 30 day grace period for AVDC to authorise payment thus allowing the Management Committee to reimburse the contractor.

It was felt unfortunate that a large part of the funding will go in VAT. It was proposed that HMRC be contacted to establish whether, as a charity, we could make a one-off application to reclaim the VAT.

7 candidate contractors were contacted, 4 of whom replied:

Burgess – too busy to even look at plans

Bianco Developments – made site visit – waiting for quote (been a while)\*

Redfield (Gates) - made site visit – waiting for quote (been a while)\*

JK Property Services - made 2 site visits – quote received, see attached

\* both have been contacted – no response.

Nick contacted regarding his technical input into the JCT questionnaire – no response

When work on the project is about to commence the situation regarding project management will have to be reviewed.

**ACTION**

**CW**

## **CHAIRMAN'S REPORT:**

The Chairman expressed disappointment and concern with the attitude, lack of courtesy and work ethic of “tradesmen” recently involved with the Hall (see later).

## **SECRETARY'S REPORT:**

**TV Licence:** It was confirmed to the Licensing Authority that the Hall did not require a licence.

**Election:** Booking confirmed for 2<sup>nd</sup> May 2019.

## **TREASURER'S REPORT:**

The balance for July/August was up by £1124.11.

## **LETTINGS REPORT:**

Julie reported a recent increase in the number of bookings. A Yoga class is about to start a 4 week trial period.

## **MAINTENANCE:**

**Electrical Work:** Ceiling Fans – Amp Electrical had arranged to visit on numerous occasions in the last 6 weeks but failed to turn up. A deadline of 3<sup>rd</sup> September was set – no response. Since 27<sup>th</sup> July 2017 the smoke detectors and fan controller have been replaced and the broken fan removed. Amp to be informed that their services are no longer required. Hall lights – Still no response from TS Electrical.

David to investigate the availability other electricians that may be interested in work for the Village Hall.

## **FUND RAISING:**

Film Nights: Grease 9<sup>th</sup> September. Dates/films for next year to be determined with the Greatest Showman being proposed for January and a film for children in May.

## **HEALTH & SAFETY:**

Second/Third quarter satisfactory except for:

West side emergency route obstructed by wooden chairs, fire blanket out of holder - not readily accessible, disabled toilet alarm pull cord wrapped round hand-rail and would not operate and sticking external doors.

## **ANY OTHER BUSINESS:**

Australian relatives of George Heritage were looking for information when he was a Kings Scout in 1935. One item of interest was the Scouts roll of honour board that used to be on display in the Hall. After viewing a photo of the board the relatives deemed it too dilapidated and incomplete but were willing to contribute to its repair and the inclusion of the additional names. Pete to add a new back to the board and David to establish sign writing costs.

Meeting closed at: 9.10 pm

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

CW

DP

CD

DP/PC