

Whimble Victory Hall

Minutes of the meeting of the Trustees held on 14th June 2004

Present

John Discombe	Chairman
Pam Scanlan	Secretary
George Begent	Treasurer
Teresa Daniels	Bookings Secretary
Mandy Fielding	Representative Whimble School
Daniel Bratt	Representative V.P.A.
Avril Ellingham	Representative Parochial Church Council
Arthur Iball	Representative Over 60's Club
Nicky Hitchcock	Representative History Society
Sylvia Broom	Representative W I
Nicola Wellesley	Representative Pre-School
Dawn Pratt	Representative PTFA
Bob Scanlan	Elected Member
John Williams	Elected Member

1. **Apologies:** Peter Bowden. The Chairman welcomed Dawn Pratt the new representative for the PTFA.

Prior to the agenda items, the members of the committee were shown a film produced by the Charity Commissioners explaining the roles and responsibilities of Trustees.

2 Minutes of Previous Meeting:

The minutes of the meeting held on 26th April 2004 were agreed as correct and signed by the Chairman. This was proposed by Arthur Iball and seconded by Sylvia Broom.

3. Matters Arising:

3.1.1 Audio equipment: John Williams has received two quotes for the provision and installation of a loop hearing system. He proposed that we accept the cheapest (£610). This was seconded by Bob Scanlan and unanimously agreed.. John Discombe will investigate the availability of a grant..

John Ball has given the Hall a public address system

3.1.2 Emergency lighting: We have spent £700 to extend the emergency lighting. We have also spent a further £300 to meet the requirements of the fire officer. The licence application can now be completed.

3.1.3 Committee room floor: The work has now been completed and everyone agreed it is a vast improvement.

3.1.4 Village day: Nine tables have been booked in the square. John Discombe is doing breakfasts in aid of the hall,

3.1.5 Working party: This was arranged for **Saturday 17th July at 10.30am**. John Discombe will speak to the Whimbletons about the under-stage storage.

3.1.6 Ground maintenance: George Begent is in the process of obtaining quotes.

3.2 John Ball has given the hall outside and inside audio equipment and Bob Scanlan agreed to be responsible for its use.

4. Maintenance:

The maintenance Chairman's report is attached.

We have been offered a complete kitchen to update the present facility.

A tap in the billiard room toilets needs fixing.

Coat hooks to be put up in the billiard room cloakroom.

The door chain has been fixed for the playgroup and they will be responsible for removing it when they are not using the room.

Joan Hartnoll's plaque has been ripped off the tree. It will be replaced.

It was agreed that the playgroup can install an outside tap provided an isolation tap is fixed on the inside.

5. Correspondence:

A letter has been received from the VPA . This will be circulated with the minutes and will be discussed at the next meeting. .

6. Treasurer's Report:

Current account balance	£3124.26
Deposit account balance	£7319.00

The school have not yet paid the extra £100 requested for the extra use of the hall last term.

Broadclyst Young Farmers have not settled their invoice despite a reminder.

There is concern that the hall may be subsiding, so we need a full surveyor's report, this will cost about £1000.

It was noted that if our income exceeds £10,000 in the financial year, the accounts will have to be audited.

7. Booking Secretary's report:

Bookings are generally on the increase. Several music groups are now practising in the hall.

The drapes are required for a party on 16th July. John Discombe and Bob Scanlan to put them up at 4.00pm.

8. Any Other Business

- 8.1 Future use of the hall by the school: A review of the agreement between the hall committee and Devon County Council is long overdue. The actual use by the school is now quite different. Other hirers are requesting use of the hall during the day. We are also aware that the school might need the hall for the next 5-10 years. As we have not had any contact with the Education Dept it was agreed that we should contact Jim Weedon (the officer responsible) and arrange a three-way meeting with DCC, the school and the hall committee.

9. Date of Next Meeting: Please note that the next meeting will be on TUESDAY 27th July.

The meeting closed @ 9.10 p.m.