

# Whimble Victory Hall

Minutes of the meeting of the Trustees held on 31st March 2014.

## Present

Maria Wallis	(MW)	Chair/Whimble School
Margaret Bucknell	(MB)	Vice Chair/Elected Member
David Myers	(DM)	Treasurer
Ali Tierney	(AT)	Bookings secretary
Mary Davis	(MD)	Preschool and M/T
Ed Hitchcock	(EH)	Whimbletons
Arthur Iball	(AI)	Over 60s
David Rastall	(DR)	PCC
Paul Wilson	(PW)	VPA
Colin Down	(CD)	Elected member
Bob Scanlan	(RJS)	Elected member
Tamara Snell	(TS)	Elected member

## 1. Apologies

Apologies were received from, George Begent, Dennis Calver, Cathie Cottey, Rachel Owen, Pam Scanlan, and Matthew Tidball.

## 2. Minutes of previous meeting

The minutes of the meeting held on 10<sup>th</sup> February 2014 were agreed as correct and signed by MW. This was proposed by MB and seconded by TS.

## 3. Matters arising:

3.1 Soup'n'Sarnie on 29<sup>th</sup> March made a profit of £155.48p The next S/S will be organised by D&DM on 26<sup>h</sup> April.

3.2 The hall cleaning is an ongoing issue. MW will speak to Irene Carter.

The booking form has not been amended as suggested at the last meeting. On further consideration it was decided that giving a reminder sheet to users when they begin their hire would be more effective. RJS has prepared a suggested sheet and this was agreed.

MW has purchased new tea towels in order to have three sets to allow for washing.

## Other matters:

- a) The Friends of Whimble School have asked to carry out a car wash in the car park at a future Soup'n'Sarnie. This was agreed in principle.
- b) The kitchen inventory has been checked and updated.
- c) We need to clear out and tidy the storage sheds. We will decide when to do this at our next meeting
- d) The Strategic Planning Group has been progressing plans for improvements to the hall with the help of a building consultant. Advice had been sought on a number of issues

including improving the thermal insulation throughout the building, the condition of the walls and roof, creation of more storage space, replacement of the central heating boiler and the scope for installing solar panels.

An insulation survey has been carried out and this has revealed that the main roof appears to be a metal covering installed decades ago over the original wooden roof. This has raised concerns about the condition of the underlying roof, which is already leaking, and suggests it may need to be replaced before long.

The building consultant has suggested that we consider an overall solution rather than the piecemeal approach we have adopted so far. In order to do so we would need to develop a detailed proposal and obtain planning consent before approaching funding agencies for a grant. It is estimated that the preparatory work would cost around £5,000 with no guarantee of success. However, advice we have received has assessed the likelihood of securing funding as greater than 50%. MB proposed that the Strategic Planning Group go ahead with the preparatory work with a budget of £5000. This was seconded by AI and agreed unanimously.

- e) MW had investigated some food handling courses but these seemed unsuitable. MB would explore another option.

#### **4. Correspondence:**

No written correspondence has been received since the last meeting. RJS had received a telephone call from a neighbour complaining about items stored behind the preschool sheds. Arrangements are in hand to tidy this area.

#### **5. Treasurer's report:**

Current account balance	31/03/14	£ 1,153.79
Deposit account balance	31/03/14	£33,148.55
Building/Mtce account	31/03/14	£20,827.09
Total sales	28/02/14	£11,336.54
Payments outstanding	28/02/14	£ 484.47
Uncleared cheques (dr)	31/03/14	£ 378.16
Uncleared cheques (cr)	31/03/14	£ 0.00

The cash position is healthy.

Billings for the first quarter are 10% up on last year.

S/S is now 41% up despite some days being poorly supported.

#### **6. Booking Secretary's Report:**

The bookings continue to do well, and are being taken for next year. Most weekends have been booked. AT was thanked for doing such a good job.

#### **7. Maintenance Report:**

CD gave an update on maintenance matters:

The leaking tap in the gents toilet will be fixed shortly.

The water heater in the kitchen still appears to be leaking. CD will consider options for its repair or replacement.

The automatic lights at the side of the building could be improved by fitting a sensor with a wider angle of view. CD/RJS to pursue.

CD/RJS will attempt a temporary repair to the broken door used by the school. This will be done in the Easter break.

The fire blanket in the kitchen will be replaced by Chubb.

The meeting finished at 8 29pm.

The next meeting will be at 7.30pm on **Monday 12th May**.