

Whimble Victory Hall

Minutes of the meeting of the Trustees held on 25th February 2008.

Present

John Discombe	Chairman (Representative Parish Council)
Arthur Iball	Vice chairman (Representative Over 60s)
Pam Scanlan	Secretary
Alison Tierney	Bookings Secretary
Vicky Clough	Representative Whimble Pre School
Alison Creasy	Representative Whimble School
David Rastall	Representative PCC
Sylvia Broom	Elected Member
John Williams	Elected Member
Bob Scanlan	Elected Member

The Chairman welcomed Margaret Bucknell who is the new representative for the History Society. He also welcomed Maria Wallis whose election was proposed by RJS, seconded by AC and unanimously agreed.

1. Apologies:

Apologies were received from: Lis Roberts and George Begent.

2. Minutes of previous meeting

The minutes of the meeting held on 14th January 2008 were agreed as correct and signed by the Chairman. This was proposed by Vicky Clough and seconded by Ali Tierney.

3. Matters arising:

- 3.1.1 School contract: a meeting has been held with Jenny Bryant from County hall and we are waiting to hear back from her. We have still not received the balance due for increased rental for the past three years. The new rate will be paid when the figures are agreed. There is a 7% increase from 01/09/2007.
 - 3.1.2 Oak trees: as no one wants the trees, they will be taken down as soon as possible.
 - 3.1.3 ROLI: all classes have met the minimum no of bookings required to run. All organisations who have received a grant have been invited to a networking lunch on Mon 17th March. As Ali Tierney and Vicky are not available the hall will be represented by The Chairman, Bob Scanlan and Lis Roberts. As a result of these courses the hall now owns a projector, screen and stand.
 - 3.1.4 Storage: the Parish Council has no objections to our planning application.
 - 3.1.5 CCD: we are now fully paid up members.
- 3.2 JW has obtained quotes for resurfacing the car park, and the average cost is about £12,500. There are three options:
- a) Chippings laid on the existing surface £2000
 - b) Tarmac the front half back as far as the Dr's car park £8000
 - c) Tarmac the whole area £12000

- Mr Cooper at County Hall has agreed that as the school is a major user and they should make a contribution.
- As a Village hall we would be liable for VAT (£2100), if the School requisition the work or the Parish Council as custodian trustees, this amount would be saved.
- Derek Button, our County Councillor, will contribute £2000-£2.500 from the locality budget after April.
- The County will probably pay about £6000, so we will have to pay about £3000
- CCD has confirmed that we are on the waiting list for a disability access audit.

JD proposed that whilst he would continue the negotiations for the best deal, a sub committee (JD, JW, GB and PLS) should make the final decision to go ahead with a maximum cost of £10,000 to the hall.

This was seconded by AI and everyone was in favour.

4. Maintenance:

Maintenance work has been done in the kitchen. The ceiling has been cleaned, the faulty plug replaced, a cupboard door made and various repairs to the walls. Thanks from the Chair to RJS and PS were recorded.

5. Correspondence:

- Invitation to join DACB, which has replaced CCD.
- Cancellation of contract with Chubb as RJS has contact which is cheaper.
- SW fire protection is used by the History Society, suggest we might arrange joint visit.
- Information about age concern grants to go to VC and AI

6. Treasurer's Report:

Buildings and maintenance account	£24,056.75
Current account	£ 553.89
Deposit account	£ 458.79
Sales from Sept.	£ 8106.32
Outstanding debit	£ 790.72
Fundraising since Sept.	£ 538.55

- Treasurer proposes to change banks.
- Performing rights licence to be paid £178.74
- Fuel costs at 1/02/2008 were £1055.94 for 2096 litres.

7. Booking Secretary's report:

- Bookings level is good.
- Complaint received from Church members that the hall was very cold for their lunch last Sunday JD to ask Jason O'Dell to install an over ride switch in the main hall.

- The first invoices on the new system have been sent out. Ali was thanked for doing a great job with the computer.

Request was made to representatives to ask if their organisations would be happy to receive invoices by e-mail.

8. Management Policies:

RJS was thanked for all his hours of hard work on the many documents that had been circulated with the minutes and agenda.

JD proposed that, after modifying the terms and conditions to remove the need for a deposit, the documents should be accepted. This was seconded by SB and all agreed.

JD and RJS will look at preparing a strategic planning document.

AT, JD and RJS will revise the booking form.

9. Any other Business:

- VC and LR have completed the food-handling course.
- Detailed plans have been drawn for the building work. Builders are reluctant to quote, as they do not want the responsibility for seeing that the building regulations are met. RJS is meeting a consultant this week who might take on the project.
- We need an accident book and forms to record serious incidents.
- AC said the school had concerns about the cleanliness of the kitchen. It was confirmed that the hirer is responsible for leaving the hall clean. To employ a regular cleaner would cost a minimum of £5/6000 and the cost would have to be reflected in the hire charge.
- Soup 'n sarnie on 16th Feb made a profit of £160. The next one is on 15th March.

Date of next meeting; Monday 31st March.

The meeting finished at 9.56 pm