

Whimble Victory Hall

Minutes of the meeting of the Trustees held on 20th September 2004

Present

John Discombe	Chairman
George Begent	Treasurer
Pam Scanlan	Secretary
Teresa Daniels	Bookings Secretary
Avril Ellingham	Representative Parochial Church Council
Arthur Iball	Representative Over 60's Club
Nicky Hitchcock	Representative History Society
Sylvia Broom	Representative W I
Mandy Fielding	Representative Whimble School
Bob Scanlan	Elected Member

1. Apologies: Peter Bowden, John Williams, Nichola Wellesley, Dawn Pratt, Danny Bratt

2. Minutes of Previous Meeting:

The minutes of the meeting held on 27th July were agreed as correct and signed by the Chairman. This was proposed by Sylvia Broom and seconded by Teresa Daniels.

3. Matters Arising:

3.1.1 Ground maintenance: The contract has been given to Brian Carter with effect from 1st August 2004.

3.1.2 New Kitchen: We still have to get a quote for the work.

Action JD.

3.1.3 Use of hall by the School: No written agreement has yet been received from the City council. The school have released Thurs. afternoons from 2pm.

Action JD

3.1.4 Loop system and sound equipment: The loop system has now been installed. We need to test it before settling the account. No thing further to say about the sound equipment except to make it known that it is available.

Action Mtce cttee

3.1.5 Structural survey: The survey has been carried out by the Council, and the following points were made:-

1. The air vents need to be cleared.
2. Under the floor should be inspected.
3. The drains should be water tested and cctv inspected.
4. "Tell tales" should be fixed across the significant cracks.

5. The foundations should be exposed at the rear left hand corner where the subsidence has occurred, to expose the damp proof course.

John Discombe commented that these actions had significant cost implications, but could be done over a period of time,

3.2 Further Matters Arising :-

3.2.1 John Discombe intends to apply to the Community Council of Devon for a grant. This has to be done by 31st December 2004. The intention is to combine the costs of widening the door between the hall and the committee room, providing disabled access to the billiard room, and installing the loop system, into one application under the heading of the disability discrimination act. **Action JD**

4. Maintenance:

Most matters have already been discussed. More electrical work has been done at the request of the inspector for the emergency lighting at a cost of £175. This has yet to be inspected so that we can complete our licence application. **Action PS**

We have consulted with an expert regarding bringing the emergency lighting up to standard. It will eventually need proper re-wiring.

5. Correspondence:

EDDC have reminded us that our licence application is not yet complete. **Action PS**

Alex Trotter has written to ask to book his dances 4 months in advance. This was agreed, and JD will write to him accordingly. **Action JD**

Letter from J. Wilson requesting that the no smoking policy should be told to hirers when they book the hall. It was agreed that this should be done by the bookings secretary, and that the information should go on the booking form. **Action TD**

David Rastall has written explaining that the carpet bowls group will now be running as a separate club in its own right on a Wed. evening 7.30 – 9.30. He is applying for the discretionary rate as a regular user. This was agreed. The treasurer will write accordingly. **Action GB**

The Pilates leader has cancelled her booking so Thursday evenings are now available.

6. Treasurer's Report:

Current account balance	£1539.17
Deposit account balance	£9351.01
Outstanding invoices	£1179.53

Our income for this year up to 31st July is £11,540.68, the accounts will need to be audited. It was suggested we ask Miles Leonard. **Action PS**

The pricing policy subcommittee will need to meet soon. An extra member is needed so everyone was given the opportunity to volunteer. **Action GB**

Bob Scanlan proposed that the hire charges should be increased in line with the RPI and the figures finalised by the pricing policy sub-committee. This was seconded by Avril Ellingham and carried by majority.

7. Booking Secretary's report:

A good cross section of bookings is being received .

8. Any Other Business

- 8.1. The pre-school want to put up a large noticeboard. No objections.
- 8.2 The pre-school requested a permanent climbing frame in the garden. This was refused for safety reasons.
- 8.3 The pre-school asked whether the toilets could be cleaned in the mornings prior to their session
The cleaner will be asked to do this. **Action JD**
- 8.4 Arthur Iball asked the pre-school to roll up the carpet every Friday so that the cleaner could wash the floor.
- 8.5 Arthur Iball reminded John Discombe that he had agreed to put up some coat pegs in the billiard room toilets. **Action JD**

9. Date of Next Meeting: Please note that the next meeting will be the Annual general Meeting and will be held on Monday 25th October.

The meeting closed @ 9.15 p.m.