

# Whimple Victory Hall

Minutes of the Meeting of the Trustees held on 27<sup>th</sup> November 2000

## Present:

Raymond Burrough	-	President
John Discombe	-	Chairman
Brian Weeks	-	Vice Chairman
John Mackie	-	Treasurer
Pam Scanlan	-	Secretary
Paulette Weeks	-	Bookings Secretary
Cathy Bartlett-Horwood	-	Elected Member
Peter Bowden	-	Elected Member
Len Luck	-	Elected Member
Bob Scanlan	-	Elected Member
Daniel Batt	-	Representative Member - Village Produce Association
Sylvia Broom	-	Representative Member - Women's Institute
Les Carter	-	Representative Member - Over 60's
Sarah Griffin	-	Representative Member - Playgroup
Michael Northcott	-	Representative Member - Royal British Legion
Shirley Peters	-	Representative Member - History Society & Mother's Union
Caroline Ward Rees	-	Representative Member - Parent Teachers & Friends Association

1. **Apologies for absence** - none received
2. **Minutes of Previous Meeting** - held on 4<sup>th</sup> November 2000 were read, agreed as a true record and signed by the Chairman
3. **Matters Arising**
  - 3.1 The Draw ticket money has been checked against tickets sold and is correct.
  - 3.2 A lengthy discussion took place concerning the charges for the coming year. The charges for the bar, kitchen and garden were discussed in particular. It was agreed that the separate pricing for the bar be removed. It was further agreed that all charges should, in the first instance be increased by 2<sup>1</sup>/<sub>2</sub>% being the current rate of inflation. A sub committee of Paulette Weeks, John Mackie and John Discombe to look at the finances and work out a tariff of charges to be recommended to the full committee at the next meeting. It is important that hirers should be told that the kitchen is only suitable for food preparation and does not have full cooking facilities.
  - 3.3 The oil pipe has been replaced.
  - 3.4 The old electric cooker and the fridge freezer have been removed from the kitchen. The W.I. have looked at the existing electric hob – it is very dirty and Mr Carter was asked to ask his wife to clean it on Wednesday in time for the Over 65's dinner on the following Friday.
  - 3.5 The flat roof on the Billiard Room has been replaced. The Ivy has been removed from the windows.
  - 3.6 The cracks in the walls of the Main Hall have reappeared. It was agreed that a structural survey should be carried out. J & V Developments, who had decorated the Hall have said that they could recommend a surveyor. The Secretary is to write and ask for details.  
**Action: P.S.**

- 3.7 The Treasurer is to complete and forward the form to rejoin the Community Council for Devon. **Action: J.M.**
- 3.8 It was agreed that the Constitution should be updated and a working party was proposed. This would be made up of John Discombe, Pam Scanlan, Peter Bowden and Bob Scanlan. They agreed to format a draft constitution to bring to the next meeting. **Action: J.D.**
4. **Secretary's report** - A letter has been received from Louise Barchard from A Big Night In requesting stage lighting be installed in the Victory Hall. It was agreed that the present usage did not warrant the expense – especially as the pantomime group has folded. However, it was agreed, following discussion that the costs should be looked into and possible suppliers and grants should be investigated. Cathy Bartlett-Horwood to write to Louise accordingly. **Action: C.B-H.**
5. **Treasurer's report**
- |                         |   |           |
|-------------------------|---|-----------|
| Current Account balance | - | £1,828.22 |
| Deposit Account balance | - | £2,382.07 |
| Outstanding cheques     | - | £ 229.22  |
6. **Booking Secretary's report** - The school has pointed out that a rut at the bottom of the ramped access has appeared and in wet weather it is often full of water. This is causing a problem especially as they now have a pupil in a wheelchair. It was proposed by Caroline Ward Rees that this should be fixed as soon as possible. This was agreed and John Discombe is to liaise with the Head Teacher. **Action: J.D.**
7. **Any Other Business**
- 7.1 It was agreed that Len Luck should continue to cut the grass and do the general maintenance around the Hall.
- 7.2 It was pointed out that there is a broken floorboard in the Main Hall. Len agreed to glue and pin it.
- 7.3 The school are leaving equipment in the Hall during the week. As they have no allocated storage it was agreed that they could use the stage between Monday and Friday, at their own risk. All equipment to be cleared for weekends and if a major event were to need the Hall during weekday evenings.
- 7.4 The Highways Department do not accept responsibility for the retaining wall at the back of the pavement. As this matter has been discussed by the Parish Council, it was agreed that John Discombe should speak to the Chairman of the Parish council. **Action: J.D.**
- 7.5 Playgroup Representative.
- 7.5.1 The Playgroup has been given a new sink unit and cupboard. They have also received an offer to fit it free of charge. It was agreed this could go ahead.
- 7.5.2 One of the toilets is leaking from the waste pipe and producing a bad smell – Cliff O'Dell to be asked to fix it. John Discombe to meet and discuss with him. **Action J.D.**
- 7.5.3 It was also agreed that Cliff O'Dell be asked to produce an estimate for providing hot water to the sink unit in the toilets. It might be possible to obtain a grant for this from E.D.D.C. to cover the cost. John Discombe to discuss this with the Chairman of the Parish Council. **Action J.D.**
- 7.5.4 It was also noted that the pathway by the oil tank needs attention as there is always a large puddle across it.

7.6 Raymond Burrough (President) asked that our thanks to Mr & Mrs Carter should be recorded for their work as caretaker and cleaner.

The new Committee need to look at Procedures, maintenance and risk assessment. If a quick decision is needed between meetings the Executive Committee – i.e: the officers, have the authority to make decisions on behalf of the whole committee. 8. **The date of the next meeting**

- This was set for Monday 12<sup>th</sup> February 2001 at 7:30pm

The meeting closed at 9:30pm