

Whimple Victory Hall

Minutes of the meeting of the Trustees held on 14th January 2008.

Present

John Discombe	Chairman
George Begent	Treasurer
Pam Scanlan	Secretary
Alison Tierney	Bookings Secretary
Vicky Clough	Representative Whimple Pre School
Alison Creasy	Representative Whimple School
Bob Scanlan	Elected Member

1. Apologies:

Apologies were received from: David Rastall, Lis Roberts, John Williams, Arthur Iball and Sylvia Broom.

2. Minutes of previous meeting

The minutes of the meeting held on 26th November 2007 were agreed as correct and signed by the Chairman. This was proposed by Alison Creasy and seconded by Vicky Clough.

3. Matters arising:

- 3.1.1 School contract: JD has contacted County Hall. JD is waiting for confirmation of a date for a meeting with Jenny Bryant from County hall.
 - 3.1.2 Oak trees: Dulford Nursery does not want the trees. Ross Cottey to be asked if he wants them.
 - 3.1.3 ROLI: We have applied for a grant for adult education. Courses have been arranged with Sarah Pepper. Two half days and two evenings. Cost will be for materials only. Min 12 students, max 30.
 - 3.1.4 Storage: The school shed is now in position. EDDC have contacted the school to say planning permission is required. We will apply for the max. storage of 40 sq m and the school will pay half the fee.
 - 3.1.5 . Radio Gemini Grant: application was successful. £1205 has been granted to provide storage for the hall. VC was thanked for her work.
- 3.2 The Christmas soup 'n sarnie on was very successful. We made a profit of £186.
Next date 19th January. Help needed please.
Future dates: 16th February. 15th March.

4. Maintenance:

- New light fitted in the shed to replace the one broken by the Whimbletons.
- The front of the stage needs repairing. GB to write to DR to suggest the carpet bowls members should repair it.
- AGS have been to fix the front door and will be returning on Thurs with a new part.
- The car park has been discussed with Mr Cooper at County Hall. He agreed they had a responsibility to repair the surface. There are three options to achieve this:
 - a) JD to speak to Marion Deacock the road safety officer re the safety issue. She might have some funding available.
 - b) Formalise the lease and charge County for the car parking facility
 - c) To pay with “offsite” capital held by the school, provided this is fair and equitable to both parties.

5. Correspondence: None since last meeting.

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	£ 797.35
Fundraising since Sept.	£ 538.55

No complaints have been received about the increase in charges.

Need to confirm that we are currently members of CCD. VC to follow up.

7. Booking Secretary’s report:

- Bookings level is good. Yoga classes starting this Thurs.
- Seven TENS have been used.
- The drapes are staying until 15th Jan, as there is a party then.

8. Update on computer system:

The bookings secretary now has the hall's new laptop and is very pleased with it. The new system is very flexible, but there will undoubtedly be teething problems to be sorted out. Hirers will be invoiced using the new system in Jan. In future it may be possible to use e-mail.

9. Any other Business:

- VC has the dates from DCC for the food-handling course. She will also contact EDDC.
- RJS has looked at the terms and conditions of hire and found that we are not meeting all the licensing conditions. He will draw up and circulate some new ones that will be discussed at the next meeting. We also need to discuss the fire safety risk assessment.
- The first aid box needs to be re-equipped. PLS to do it.
- JD to phone Penny Thame about the DDA audit.
- JD, JW, GB and RJS to get together to draw up a detailed spec. to enable them to get prices for the building work. We need to get three quotes. The loos and window in the billiard room to be done asap by a jobbing builder. The committee room and kitchen ceilings need attention.
- JD will speak to Simon Ramsden and PLS to John Stuart.
- The next date for grant applications to CCD is 31st March.
- The hall sign needs replacing outside the building.

10. Date of next meeting: Monday 25th February 2008.

The meeting finished at 9.59 pm