

Whimble Victory Hall

Minutes of meeting of Trustees held at 7.30pm on Monday 24th February 2020
in the Billiard room

Present:			
Trustee Officers		Trustee Reps	
Maria Wallis (MW)	Chair	Maria Wallis (MW)	Whimble Primary School
Chris Olive (CO)	Treasurer		
Rob Davis (RD)	Vice Chair		
Ali Tierney (AT)	Bookings Secretary	Richard Davies (RLD)	Film Club
Di Wilkins (DW)	Secretary	Arthur Iball (AI)	Over 60's Club
Margaret Bucknell (MB)	Officer		
Viv Brown (VB)	Officer		
		Jo Sibley (JS)	Pre School
		John Down (JD)	Young Farmers

	NOTES	ACTION
1	Apologies received and new appointments	
	John Griffiths (JG), Rachel Owen (RO), Di Eden (DE), Rosemary Davies (RoD), Paul Wilson (PW)	
2	Matters arising from minutes of the last Trustees meeting	ACTION
i	January minutes were approved.	
ii	<u>Thermometer</u> Add yellow tape or boards to prevent tripping to the bottom of the 'feet'. Photograph of thermometer with first £1000 on marker and text in January edition of Whimble News.	MB
iii	<u>Drapes</u> Drapes removed on 23 rd after Whimbletons panto. Investigate washing and flame retardant.	DW
iv	Over 60's club - suitable shelving found in kitchen for club.	
v	Front door – now closes but threshold needs to be repaired.	VB & RLD
vi	<u>VE Day event on 8th May</u> Pop up restaurant not connected to VE event and will not go ahead.	
3	Soup n Sarnie	
	January event resulted in £221.49 profit. February event will be to commemorate our Centenary with soup recipes from the 1920's. DW put on Facebook What's On pages.	DW
4	Correspondence	ACTION
	VPA have requested permission to erect a shed on the south side of the building (school side) to store their display boards.	

iii)	School (DCC) hall hire agreement – update from the Finance Sub Committee on status of negotiation and current proposals	
	<p>School contract is negotiated via NPS Group. The current 6 year agreement expires on 31.3.2020. The start of this agreement reflected some capital works (WC's and parking area surfacing) and was low, retrospective RPI payments have been made throughout. There was a review mid-term in 2017.</p> <p>We anticipate the school will require the same number of hours and rooms of hire on a 3 year agreement, but retrospective RPI payments are now not allowed. We are due one last payment which will amount to about £1000. Fees are based on notional hourly usage.</p>	
7	Building & Maintenance Sub Committee (BSC)	ACTION
	<p>Meetings held on 11th and 24th February.</p> <p>Discussions and decisions:</p> <ul style="list-style-type: none"> • Flooring co visit to correct bounce on 31st March & 1st April. • Maintenance tasks – VB to have regular 2hr maintenance sessions on Friday afternoons and Sunday mornings, will call on volunteers from the 'go to' list for help. • Contents in BS cupboard investigated and will be rationalised after works to the stage are complete. • Dishwasher – existing dishwasher now unreliable, leaky and not fit for purpose. BSC looked at replacing and think a new machine will be more reliable and warranty worthwhile. BSC invited in Catermek (recommended by Thirsty Farmer) to propose a budget, medium and top of the range machine. Budget machine cost c£2000 exc and less robust with one year warranty, medium range cost c£2600 exc, suitably robust with two year warranty, top of the range cost £5000+. MW asked Committee which type to purchase, and recommended the medium range machine. <p>The Committee agreed to spend up to £3500 on a new dishwasher with a two year warranty.</p> <p><u>MACE</u> BSC discussed MACE report at two recent meetings; it was gratis but MACE will start to apply 'at cost' charges from 17th February. Drainage and foundation surveys are priority and will inform us of any defects and necessary works. Drain Wizard undertook survey at cost, their report showed there were blockages and fat build up. It is not known if the drains are beneath the building, surround it or are a mixture of the two. A survey of foundations will entail digging, probably four, pits around the building (and likely to include a pit in the Pre School garden). The work will be done during the Easter holidays if possible. This will inform us the condition and type of foundations, and potential weight bearing for roofing works. Three quotes received for this survey to be scrutinised. The MACE survey stated we must complete a full asbestos survey in order to comply with current legislation and will cost £300 exc. MW reassured the Committee that MACE has our full confidence in their ability and connections, and have so far provided excellent service.</p>	VB

	<p><u>Stage</u></p> <ul style="list-style-type: none"> Whimbletons will obtain quote for pulley system on stage BSC will obtain quote to replace stage floor and extension covering PR system will be stored under stage after stage refurbishment. BSC investigating obtaining purpose built steps to stage <p>Next BSC meeting on 3rd March. On Agenda: discussion on what works and quotes to obtain for first stage of works, necessary for 2nd phase of grant funding application.</p>																																								
8	Fund raising events and feedback	ACTION																																							
i	2021 Calendar – no further news.																																								
ii	Whimbletons ‘Cinder Fella’ performance, Saturday 22 nd February - Cakes stall raised £219.41; thanks to all cake makers and volunteers.																																								
iii	<p>VE Day event, Friday 8th May – £600 grant received. 75th VE day anniversary. 2-5pm. Free tea, coffee, squash and possibly sandwiches. 2 WW2 vehicles, uniforms, air cadets, raffle of hand-made Forces figures donated to WVH. 3pm – National toast, 3.30pm Julia Green and singers, 4pm Community singing and 4.30pm Tea dance. JS to investigate and book children’s entertainer. Volunteers needed for:- Front of house, Tea stall, pay BBQ and pay Bar.</p>	JS																																							
iv	Over 60’s coffee morning will be on Saturday 4 th April. Time tbc.	AI																																							
v	Hilary Nowill’s recipe book proceeds donated to the refurbishment fund.																																								
vi	AT to put up next £1000 on the thermometer, from £838 Table Top sale and £250 from John & Lee Farmer donation (£88 carried over).	AT																																							
vii	<p>This year it is proposed that all groups hold an event to raise funds for the hall refurbishment, User group ideas welcomed.</p> <p>Centenary year Restoration Fund raising timetable:</p> <table border="1"> <tr> <td>January</td> <td>11th – Table top sale</td> <td>£837.98</td> </tr> <tr> <td>February</td> <td>22nd – Whimbletons refreshments</td> <td>£219.41</td> </tr> <tr> <td>March</td> <td>00th - tbc</td> <td></td> </tr> <tr> <td>April</td> <td>4th – Over 60’s coffee morning</td> <td></td> </tr> <tr> <td>May</td> <td>8th – VE day/Centenary celebrations</td> <td></td> </tr> <tr> <td>June</td> <td>00th – tbc WI event</td> <td></td> </tr> <tr> <td>July</td> <td>Village week activities</td> <td></td> </tr> <tr> <td>August</td> <td>29th – Soup n Sarnie</td> <td></td> </tr> <tr> <td>September</td> <td>00th – tbc Concert, Quiz, Table Top</td> <td></td> </tr> <tr> <td>October</td> <td>00th – tbc Table tennis event</td> <td></td> </tr> <tr> <td>November</td> <td>00th – tbc Concert, Quiz, Table Top</td> <td></td> </tr> <tr> <td>December</td> <td>00th - Soup n Sarnie Christmas special</td> <td></td> </tr> <tr> <td></td> <td>TOTAL RAISED TO DATE</td> <td>£1057.39</td> </tr> </table>	January	11 th – Table top sale	£837.98	February	22 nd – Whimbletons refreshments	£219.41	March	00 th - tbc		April	4 th – Over 60’s coffee morning		May	8 th – VE day/Centenary celebrations		June	00 th – tbc WI event		July	Village week activities		August	29 th – Soup n Sarnie		September	00 th – tbc Concert, Quiz, Table Top		October	00 th – tbc Table tennis event		November	00 th – tbc Concert, Quiz, Table Top		December	00 th - Soup n Sarnie Christmas special			TOTAL RAISED TO DATE	£1057.39	
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viii	<p>Victory Hall Centenary party - Possibility of having a by email invitation 'thank you' party for key former Trustees, User reps, significant users, significant contributors, in kind contributors. Rough tally about 130 people. A simple cheese and wine event from 7-9pm on 4th April, music by CD and a Restoration fund basket at the back.</p> <p>MW asked Committee for their views, all favoured this type of event.</p>	
ix	<p>NB: YFC fund raising event – Saturday 7th June, 2pm, Charity Cream Tea with marquee, raffle and bouncy castle in Exeter – venue to be confirmed.</p>	JD
9	Chair and BS successor planning	ACTION
	<p><u>Chair</u> Chair position advertised in February edition of Whimble News. MW had discussion with only one person so far. Future role will be different to current role with heavy involvement in refurbishment works, so project management experience would be ideal. Chair must be able to take hall forward, work with the community and tie up what needs to be done with how much money is available to spend. MW asked that Committee members approach suitable candidates.</p> <p><u>BS</u> BSC have looked at Bob Scanlan's responsibilities and are in process of apportioning them out.</p>	
10	Dates of next meetings for 2019-2020	ACTION
	<p><u>2020 – all 7.30pm</u> Monday 23rd March Monday 27th April Monday 8th June Monday 20th July Monday 7th September, preceded by AGM at 7pm Monday 12th October Monday 23rd November</p>	
	Meeting closed at 8.35pm	
	<u>Date of next meeting</u>	
	Monday 23 rd March 2020 at 7.30pm in the Committee room unless otherwise advised.	

Whimble Victory Hall – diary dates 2019-2020

Committee meetings	Soup n Sarnie	Fund raising events
All meetings held on Mondays at 7.30pm	All events held on Saturdays at 12-1.30pm	
2019	2019	2019
9 th September	28 th September	
14 th October	26 th October	
25 th November	30 th November	Sunday 3 rd November – 8-12noon Young Farmers Big Breakfast
	14 th December (Christmas special)	Sunday 15 th December – Thirsty Farmer Quiz night
2020	2020	2020
6 th January	25 th January	Saturday 11 th January – 11am-1pm Table top sale,
24 th February	29 th February	20 th , 21 st and 22 nd February – refreshments at 'Cinder Fella'
23 rd March	28 th March	Sunday 8 th March – 7pm Hilary Nowill Dakar Challenge talk
27 th April	25 th April	Saturday 4 th April – Over 60's coffee morning
		Tuesday 7 th April – 7-9pm 100 years of WVH
	30 th May	Friday 8 th May – 2-5pm VE Day Celebrations
8 th June	27 th June	
20 th July	25 th July	
	29 th August (100 th Anniversary)	
7 th September AGM at 7pm	26 th September	
12 th October	31 st October (Halloween special)	
23 rd November	28 th November	
	12 th December (Christmas special)	