

North Wootton Village Hall Committee
Minutes of the Meeting on Wednesday 15th November 2017 at 19:00

Present:

Lesley Cohen - Chair, Andrew Lamb - Treasurer, Anthony Lamb - Bookings Clerk, Dennis Blackmore - Secretary, Doreen Taylor, Barry Watkins, Sarah Simmonds, Neil Pearce , Colin Smith, Will Border, Keir Hughes, & Wendy Border.

Apologies:

Bridget Nurse & Bob Angell

Minutes of the last meeting were approved

Matters Arising

- Deeds: Draft copy with the Parish Council, should be completed by the end of the month.
- Fire certificate: confirmed we only have certs for the extinguishers. Lesley to follow up with JKB Risk Assessors.
- The Committee Constitution was unanimously approved.
- With the news that our neighbour's house is for sale we agreed that Wendy should approach the agent regarding the acquisition of the land directly behind the Hall.

Finance

- We currently have £6416.80 in our bank account.
- Aviva Community Fund. The project has, at the time of writing, 1,152 votes .
- The new Hire agreement has been accepted by Weight Watchers and Slimmer's World.
- £50 has been received from David at Auker Jewellers.
- Public Liability insurance is due for renewal on Christmas Eve.
- Our current cleaner has agreed to invoice us monthly.
- Paul Kerry has agreed in principle to take over, yet to gain access with Wendy to view the Hall.

Communication

- Neil Pearce has completed the copy for the KL magazine article.
- Details of our Carols at the Hall will be included in the December issue of Contact magazine.
- The design for the Hall business cards was approved and a print run of 250 agreed courtesy of Colin.
- We discussed and considered a dedicated 'flyer' regarding the Hall as a venue for weddings in particular.

Maintenance

- The Dog waste litter bin: Agreement with our neighbour although note that he is soon to become our ex-neighbour
- The locks have been changed and Antony, Bob, Pip and the Cleaner each have one; there is one spare. We await the installation of a key safe
- The door pane was broken during a pre-teen birthday party; the hirer is responsible and is approaching the parents of the perpetrator.
- The 'Big Blue Bin' is not big enough; we agreed we need a 120 litre version. We also agreed to take the opportunity to have our waste collection re-quoted; Will to follow up.

Refurbishment

- Colin has acquired 'new' chairs for which we were all grateful, he also suggested that their refurbishment might be undertaken by the college. We agreed we need five more folding type tables.

- Internal decoration. Agreed to have the college paint the meeting room (a Mocha colour), paint from Wickes at a discount.
- Agreed to proceed with Community Payback (Bryan Foster) to undertaking hedge cutting & clearing.
- Keir offered to organise the installation of the white goods donated by Cooper & Elms.
- Dennis reported on his meeting with Jason Carlton of Uptech regarding installing WiFi in the Hall. The steps are to establish the line connection into the Hall; this could be at a cost of £((unless BT can be persuaded to do it for free given our charity status. Once connected Uptech will donate their time and Learning Resources will pick up the bill for the equipment. Once installed the line rental cost should be around the £30 per month mark.
- Electrics: Barry reported that we need first to have a condition report before proceeding with remedial work. We agreed that he should negotiate with CJM for this work, trying to hit the £350 mark. In the meantime we have pressing issues such as the faulty emergency lighting and the non-functioning timer and we agreed that Keir should give Barry details of an electrician (Robert Brice) who may be able to deal with these smaller issues. We noted that Anglia Electrical Wholesalers has offered us £200 worth of goods.
- Gas: Lesley reported a quote of £2,693 from Fulcrum to bring gas to the building and connect. In this Case we would be responsible for digging the trench on our land. We agreed to go ahead. We have had different quoted for gas central heating ranging from £5,600 - £10,000. We agreed to hold back on a decision to allow Keir to investigate and report back to us at the next meeting on Air Sources Heat Pumps as an alternative.
- Plumbing issues. Keir will visit the Hall with John Latus to investigate various leaks and report back.

Future Events

- Bookings: going well; we have only four days un-booked in November.
- Lesley reported that the cost of renting the equipment to fun films was £20 whereas renting the film itself costs £40. All agreed that we should pursue the cinema in the New Year mindful of the costs involved.
- We have interest from people wanting to run Pilates and Keep Fit Classes.
- Christmas Fayre Antony reported on the plans: it promises to be quite an event with stalls, a hog roast, trees for sale, attractions as well as a raffle & tea & mince pies on sale. We will have our own 15ft tree; yet to organise lights for it.
- There will be a working party needed on the night of Friday 1st December.
- Wendy is organising the leaflet drop with which she will seek assistance.

AOB

A committee member's resignation; we agreed to wait until the New Year before confirming a replacement; the vacancy to be advertised in the next Parish Council Newsletter Contact.

Forthcoming events: Carols at the Hall on 16th December. Bingo. House to house Garage Sale. Coffee in the Hall. 70s/80's disco.

Meeting closed at 21:20

Next Meeting: Wednesday 6th December at 19:00

DBB27/11/17