

ICKLETON VILLAGE HALL

Minutes of the Committee Meeting held on Monday 21 July 2014 at 8.00 pm in the Meeting Room, Ickleton Village Hall

Present: Pam Fearn (Chairman), Roy and Madeline Smith, Martin Northfield, Lewis Duke, John Holt, Jocelyn Flitton (Minute Secretary)

035/14 Apologies: Rosemary McKillen, David Bushell, Linda Hynard, David & Jean Whitaker.

Other absences: Steve Jenkins, David Mathias

The Chairman welcomed Madeline Smith to the Committee who had replaced Neil McKillen in representing the Ickleton Society.

036/14 Minutes of meeting held on 28 April 2014: The minutes of the meeting were approved and signed by the Chairman.

037/14 Matters arising:

SCDC New Wheelie Bins – date of collection – The Black Bin is collected on Tuesday and the Green Bin on Wednesday once a fortnight. Confusion is arising as both the bins are Green, but are labelled accordingly.

Village Website – Meeting between Pam Fearn & Andrew Shepherd – The Chairman asked Madeline Smith if she would take over this item, to which she agreed. **Action: MS**

St John’s College School bus – this item seemed to have ‘died a natural death’.

Yellow Jack ball (for Indoor Bowls as now reformed) – Mary Woolhouse had now taken over running the Club with David Whitaker opening the hall and collecting the fees. At the moment a new yellow ball is not required.

Ickleton Cricket Club shields – The Chairman will take photographs of the Shields and pass onto the Ickleton Society.

Meeting Room – Plaque for renaming ‘Gordon Woolhouse Room’ – The Chairman had started to look at brass plaques but had no costs available at the moment. **Action: PF**

038/14 Financial Report

Supplementary Trust Deed and Amended Deed of Variation – This item is still outstanding.

Action: LH

Treasurer’s Report - third quarter – The Treasurer handed out his report. No questions or queries were raised.

3rd Quarter 2013/14

- Income banked for 3rd Quarter 2013/14 was £5,370 (previous year £5,503). Expenditure in the same period was £ 2,910.64 compared with £3,851.93 for the 3rd Quarter of 2012/13.
- The current account bank balance as at 30 June was £13,106.51 in credit compared with £13,272 at the same point last year.
- I have summarised below the main items of expenditure in 3rd Quarter 2013/14 with a comparison to 3rd Quarter 2012/13:

	3Q 2012/13	3Q 2013/14
Water Rates	76.93	101.27
Cleaning Costs	455.00	546.58
Power	1494.13	1277.21
Repairs and Maintenance	60.00	126.16

Booking Secretaries' Stipend	700.00	700.00
Other Expenses	94.91	30.25
Capital Items	453.96	129.17
Legal Expenses	317.00	

- Both gas and electricity a/cs need looking at.
- The most recent statement on the Scottish Widows account (as at 1st April, 2014) shows a balance of £14,482.78.
- The Charifund investment as at 31st March £52,846.31 compared to £45,588.61 at the same point last year. I am still awaiting the statement at the end of June.

Payments 1st April – 30th June 2014 – see separate attachment.

039/14 General Maintenance:

General repairs – wood flooring in Meeting Room – Peter Bates had carried out the repair.

Redecorating Meeting Room – The Chairman had obtained two quotations for the same criteria given. The Village Hall would supply the paint. One from Nigel Wright was for £350 for one coat. He would carry out the work at the weekend. The other quote was from Ian Blackman for a cost of £586. It was agreed to ask Nigel Wright to carry out the work with the understanding that a second coat might be required.

Action: PF

Shrubs at the side of the Hall – Dominic Pallett had cut back the shrubs and taken all the debris away.

Cupboard in Changing Room – The building of this cupboard was still with the Cricket Club.

Action: DM/PF

040/14 Expenses Policy – This item was still outstanding.

Action: RS

041/14 Booking Secretaries Third Quarterly Review – This had been circulated before the meeting. It was noted that no private weekend bookings had been made in the final quarter of the financial year and the apparent lack of interest continues well into next year.

042/14 Replacement for Booking Secretaries – No replacement had yet been found. David Whitaker had agreed to stay on till the end of July. The Chairman will then do the bookings for the hall and Roy Smith will do the financial part. This will enable them to review the job description. It was felt the onus should fall on the user to inform the Village Hall if they are not using the hall, for example on a Bank Holiday. It was possible that everyday jobs could be reallocated. The Chairman's son is setting up a booking programme so that both Pam and Roy can see what is happening. It was agreed to put another Notice in Icene and also on the village website.

Action: PF/RS/MS

043/14 Fund Raising Events – The Open Day will take place after the Committee Room has been re-decorated. It was agreed to hold this on Saturday 6 December between 11.00am and 2.30pm. Each group will be invited to put on a display. The Chairman asked Lewis Duke if he would give a speech about Gordon Woolhouse when the room is renamed. **Action: ALL**
Quiz Night – it was agreed to leave this until Saturday 31 January 2015. This will include a raffle. **Action: ALL**

044/14 Correspondence – The Chairman had received notification from Norris & Fisher that our 3-year long-term Insurance policy finishes in July. It would cost £1,304 to renew for another 3 years. Allied Westminster was unable to match this quotation. It was agreed by all to renew the Insurance with Norris & Fisher for 3 years. The Chairman will need to ascertain the cost relating to the storage of the Mower so that Ickleton Cricket Club can reimburse the Village Hall. **Action: PF/RS**

045/14 Any Other Business –

Lewis Duke reported that Ickleton Parish Council have given their support to building a new Metal Garage (which will be owned by the Parish Council) to be used for Storage on the Recreation Ground.

John Holt reported that all the lights were working. The Chairman asked him if he could check the First Aid kit on a regular basis. Roy Smith will check that our First Aid kit is suitable for the Village Hall. **Action: JH/RS**

Pam Fearn reported that a map reference (Post Code) for the Village Hall was in the window adjacent to the kitchen. This was needed should Emergency Services be called to the Recreation Ground.

Martin Northfield reported that the cord for the blind at the far end of the hall was broken meaning that the blind was permanently in the up position letting the sun in. Due to the height involved this could not be fixed until some lights need replacing.

One Yellow large table has a wonky leg and not suitable for use in the hall. The Chairman will donate the table to the Cricket Club.

The large tables are not always stacked correctly which means the straps do not hold them firmly in place and they are likely to fall from the pallet.

Some large tennis rackets currently in the storage area will be taken to a charity shop.

046/14 Date of next meeting - Committee Meeting - Monday 27 October 2014 at 8.00pm followed by the Annual General Meeting.

There being no further business the meeting closed at 9.15pm.

Chairman

Date