

ICKLETON VILLAGE HALL

Minutes of the Committee Meeting held on Monday 27 October 2014 in the Meeting Room, Ickleton Village Hall at 8.00 pm

Present: Pam Fearn (Chairman), Steve Jenkins, Roy Smith (Hon. Treasurer), Rosemary McKillen, Lewis Duke, John Holt, Jocelyn Flitton (Minute Secretary), Linda Hynard

054/14 Apologies: Martin Northfield, Madelaine Smith, David Mathias, Vili Mila

055/14 Minutes of meeting held on 21 July 2014: The minutes were approved and signed by the Chairman.

056/14 Matters arising:

Village Website – Madelaine Smith is still working on this and trying to fix up a meeting with Andrew Shepperd. **Action: MS**

Plaque for renaming ‘Gordon Woolhouse Room’ – The Chairman reported that the cost of a brass plaque would be approximately £60 - £70 including the inscription. It was agreed that the inscription should read ‘Gordon Woolhouse Room’. **Action: PF**

Insurance cost to Cricket Club for storage of mower – As the Sports Storage Unit is about to be completed the storage of the mower would be removed to the unit and not be kept in the Village Hall. It was agreed to waive the fee.

057/14 Signatures on “Trustees of Declaration of Charity Trustees Form”: The form was passed round for completion by those Trustees present at the meeting. Other signatures will be obtained. **Action: ALL**

058/14 Financial Report:

Supplementary Trust and amended Deed of Variation: Linda Hynard reported that this was now with the Charity Commission and she was waiting a response. **Action: LH**

059/14 General Maintenance:

Redecorating Meeting Room – The room had now been redecorated by Nigel Wright who lives in the village.

Cupboard in Changing Room – The Cricket Club had not yet built the cupboard but still wished to go ahead with the project. **Action: DM**

General repairs – The Chairman reported that Five Star had now stopped trading. The Chairman was meeting with Jackie Clark (R.CleaningandGardening) from Haslingfield to discuss the floor cleaning. **Action: PF**

Cutting of Hedge – Dominic Pallett and Charles Frankau had cut the hedge.

060/14 Expenses Policy: This item was still outstanding. **Action: RS/LH**

061/14 New Booking Secretary: The Chairman was pleased to report that Viliami Mila had taken on the post for a trial period until Christmas when it will be reviewed by both parties. The Hon. Treasurer had taken on the financial side. It was agreed for John Holt to have a key to the ‘piano’ room to enable him to access and replace the toilet rolls. This was a task that David & Jean Whitaker had undertaken. **Action: PF/JH**

062/14 Booking Secretaries Fourth Quarterly Review: This will in future be incorporated in the Hon. Treasurer’s report.

063/14 Fund Raising Events:

Open Day - 6 December 11.00am – 2.30pm - The Chairman and Jocelyn Flitton will produce an article for the Icene and website. **Action: PF/JAF**

Quiz Night – 31 January 2015 – This will be included in the above. All user groups are asked to get a team together for the event. **Action: ALL**

064/14 First Aid box - John Holt will review the First Aid box and report back to its suitability. **Action: JH**

Fixing a Defibrillator to outside of Village Hall: The Parish Council are looking into supplying a defibrillator for village use. In order that it would be accessible for all in the village to use, they would like to situate it on an outside wall of the village hall. It would need a power supply. The Trustees agreed in principle. Lewis Duke said the Parish Council had not yet made a decision.

065/14 SCDC Premises Licence Renewal: The Annual Fees are now due of £180.00. The name on the license needs to be changed. **Action: PF**

066/14 Use of Village Hall car park by village residents: Some residents had been using the car park on a regular basis instead of parking at their property. It was agreed to monitor the situation. **Action: ALL**

067/14 Correspondence (7 Abbey Street): The Village Hall had been notified of a planning application submitted by Mr & Mrs John Welch of 7 Abbey Street.

068/14 Any Other Business: Saffron Walden Fire Service had turned up to do an inspection of the hall – which they said was in order. The Fire Extinguishers had all been checked and serviced; one was found to be out of date and will be taken away.

069/14 Date of next meeting: Monday 26 January 2014 at 8pm

There being no further business the meeting closed at 9.05pm

Chairman

Date