

## **Minutes of the Enford Village Hall Committee Meeting Held on Tuesday 9<sup>th</sup> April 2013**

**Present:** Judy D'Arcy-Irvine, Steve Becker, David Spencer, David Harbottle, Adrian Orr, Hamish Scott-Dalglish, Ollie Stagg

**Members of the Public:** Lynne Derry, Tracy Southard, Sam Smith, Paula Brown, Sue Greenhow

The Chairman, Judy D'Arcy-Irvine, opened the meeting and welcomed all present.

1. **Apologies:** Glenda Clark, Lesley Brown, Jacqui Elkins, Jane Young, Martin Webb, Rory Plank, Ian Fribbins
2. **Minutes Committee Meeting 15<sup>th</sup> January 2013:**  
Copies had previously been circulated. Judy read through them briefly and asked for any comments. Acceptance of the Minutes Proposed by Steve Becker, Seconded by David Spencer and agreed unanimously.
3. **Matters Arising:**
  - i) Chairman reported that, as agreed at the previous meeting, a letter had been drafted by the Committee and sent to the Chairman of Enford Parish Council. The letter expressed concern that the Precept donation to the Village Hall had been reduced by £200 for the next financial year and explained that the Management Committee were responsible for the costs of maintaining the recreation ground for the whole community. The Committee was also providing the facilities free of charge for various village events and it helped user groups with subsidies as much as financially possible. Chairman reported that the response from the Parish Council had unfortunately not been constructive.
  - ii) Other Matters Arising were included on the Agenda
4. **Treasurer's Report:**  
Glenda Clark was not present but had sent the Chairman a copy of the accounts up to 31<sup>st</sup> March 2013. The actual worth of the account was £8,940.71 with investments worth £25,000. Having recently matured, the deposit of £20,000 was being moved to CAF (Charities Aid Foundation) which gave a higher rate of interest of 1.50%. The second investment of £5,000 was still on deposit with HSBC. It was felt that, as long as a working balance of £4,000-£5,000 was available in the HSBC Current Account, a portion of the current account could be moved to a 90 day notice account, also with CAF, which paid an interest rate of 1.40%.and could be opened with a minimum deposit of £500. With the costs of recent service contracts, and other anticipated expenditure such as the annual insurance premium, the forecast showed approximately £3,500 of bills would be due between April and the end of the financial year in June. Additional income until the end of the financial year was estimated at around £2,000. Overall the forecast income was slightly down on last year's figure (£15,051 2011-2012))and forecast expenditure was also slightly lower than last year's figure (£14,309 2011-2012). However it was worth noting that the figures last financial year included the Jubilee Event's income and expenditure, so overall this year's finances were estimated as similar to last year's.

In response to the question it was confirmed that there were no long standing debtors and the 2014 wedding deposit would be paid in cash shortly when the couple concerned were due to re-visit the Hall. Chairman said that hirers and user groups were generally prompt with their payments.

### **5. Chairman's Report:**

Judy reported that bookings had again been quiet for the last month or so. User Groups continue to hold up well and there are six wedding receptions booked for the coming year, with possibly two more in the pipeline. The Hall had been booked by Wiltshire Council for the Unitary and Parish Council Elections on 2nd May.

Some improvements for the Hall were suggested at the last meeting. Judy had carried out some preliminary research of three potential costs.

- Extended patio area. The cost of each flagstone was £6.25 each + vat – to extend the area by two rows would require 168 stones at a cost of approx £1,200 + labour.
- Water softener to minimise lime scale damage to taps. Cost of a Commercial Water Softener would be approx £760 including vat + labour.
- Steps where people have worn a walkway from the car park as a shortcut. It can be slippery when wet. One quotation had been received of £980 which seemed very high.
- BBQ and Hog Roast area with a brick and sand area, as previously agreed.
- Outside wooden seating and tables.
- Extra Storage. Extend the current area into the football store for hall use whilst providing an outside storage area for the football club.
- Sports equipment for other sports i.e. circuit training and keep fit.
- Running circuit around the perimeter of the recreation ground

Following discussion it was agreed three quotations should be researched for building work for the steps and patio area, and see if a builder could obtain the stones at a lower cost. It was suggested Mike Nash who advertises in the Newsletter might be contacted. The water softener was not immediately required. Steve would look into costs of creating a BBQ area towards the top of the recreation ground and also cost out purchasing benches and tables through Honeystreet Mill. Regarding a picnic area by the entrance to the field on the left hand side Hamish said that area was already difficult to mow and if benches or tables were placed there it would be more so. Judy will contact the Planning Department regarding whether or not an ISO container would be allowed for additional storage. Development at the lower end of the recreation ground is restricted due to the main sewer pipe which might affect the site of a tennis court or play park.

Accounts for payment agreed were RSL Service of Security Shutters £600, Service of Klargestor System £280 and Kite Emptying of Septic Tank £250. .

## **6. Parish Plan Update:**

Steve Becker had drafted a précis relating to the Village Hall which he circulated to Committee Members. This summarised community priorities with the wish to preserve and improve facilities which were valued, doing something about traffic, litter and dog mess, and reducing car dependency. Another main theme which came through was the need to develop community spirit through improved communication, better use of the facilities, more for young people and children, more help for the elderly and disabled, mutual support and coordination between parish committees.

Various proposals had been made to the Parish Council to suggest improved liaison and involvement of the community with decision making within the parish. Proposals had also been made to parish committees to provide information and improve communication with the community.

It was suggested that an additional notice board be installed in the Grants Road area to supplement those in the centre of the village, Coombe and East Chisenbury.

With regard to the Village Hall specifically there were some points which had been raised in the questionnaires.

- Range of entertainment, activities and clubs to be expanded to draw in a wider cross section of the community
- Need to involve more people in the running of community activities. A register of volunteers suggested.
- The hall is run too much along business lines with complex hire charges
- Concessions for non profit making organisations
- More activities needed for children and young people
- More assistance for elderly and disabled to attend events
- Footpath access suggested
- Solar PV panels
- Occasional market to be organised
- Youth Representative on the Committee

In the discussion which followed it was agreed expansion of the range of activities and events would be advantageous. However it was mentioned that initiatives were required from individuals, organisations or class teachers to get these up and running. Approaches had been made several times to potential organisations and teachers, as and when leads came up, without success but marketing would continue.

A list of volunteers needed to be drawn up and it was hoped the second questionnaire would help identify those who have specific skills and who might be prepared to help either regularly or on an occasional basis. It was agreed a coordinator for volunteers might be needed.

It was pointed out that the hall needed to be run on business lines to remain viable for the future. There were responsibilities to the Charity Commission and the grant providers as well as the community. It was suggested the document with the hire charges could be reviewed to see if the charges can be simplified. There were already concessions in place for some organisations and charities.

It was agreed that more activities were required for young people and the Youth Club is researching and looking into what can be done to attract more children and to provide suitable activities for the older age groups. A Youth Representative was considered a very good idea and Sue Greenhow will put the proposal to the Youth Club for them to choose a representative (or representatives).

It was agreed more could be done to offer lifts and assistance to members of the community who might need lifts or support in order to attend local events. Volunteer car drivers and a coordinator would be needed. This service would also need to be advertised.

Judy said she would like to see a lunch club for older members of the community started perhaps on a monthly basis as resources for organising a weekly event might currently be limited. Tracy and Paula said a weekly lunch club was run in Netheravon which was very successful. This led on to a discussion on also having a community open air lunch / BBQ event for families which was thought to be a very good idea. More research would be needed for a regular lunch club for older residents and volunteers identified.

As the road can be hazardous for pedestrians perhaps a route for a footpath could be found. In order to cut the energy bill, currently around £1,600 per annum, fit Solar PV Panels to the roof. A log of meter readings to be kept to check electricity consumption. At the time of building the Hall the quotation had been £25,000. It was still not certain that Planning Permission to fit panels would be granted but Judy will research with the Planning Department. An occasional market was also suggested with local residents bringing their own produce and artefacts for sale – the questionnaire had however identified that more people would consider buying at such a market rather than selling.

Judy asked Committee Members to read the documentation Steve had provided together with the overall Parish Plan Presentation and come forward with suggestions for a Village Hall Development Strategy at the next meeting on 14<sup>th</sup> May.

#### **7. Parent & Toddler Group:**

Tracy, Sam and Paula reported that unfortunately the Toddler Group was not being well attended and they had reluctantly decided to close this particular activity at the end of April. In response to the suggestion they said they would be willing to try another format such as a Coffee Morning which would include other members of the community and combine it with other activities which would provide a service e.g. Information Point, Collection of Prescriptions or Shopping etc. Tracy reported that, after expenses, they were holding £206 on behalf of the Village Hall which had been raised through charges and fund raising for the Toddler Group. They wanted to start paying hire charges for the Hall but it was agreed by the VH Committee to wait until plans firmed up for the Coffee Mornings.

## 8. IT Classes

As there had been little interest in the IT Courses being run by WEA and Carer Support Wiltshire the first three courses had been cancelled by the organisers. A cancellation charge had been paid by the organisation with the equipment cost of £348 to provide internet access covered by a grant from the Area Board. The equipment is an additional facility for hirers and is available for any organisation which wishes to have internet access for their meetings in the Hall.

## 9. Storage:

The problems of additional storage were discussed. Suggestions include knocking through the main storage area into the football store, an additional secure storage shed positioned in the stockade, and an ISO container. Research to be carried out into whether the Planning Department would give permission for an ISO container for the Football Clubs' equipment if the current football store was needed for other items. No decisions would be made without full discussion with the Football Clubs to ensure their requirements were met.

## 10. Maintenance Officers' Report:

David Spencer said he was planning to organise the annual maintenance day for either the weekend of 27<sup>th</sup>/28<sup>th</sup> April or 11<sup>th</sup>/12<sup>th</sup> May. Steve Becker said he could not do the May weekend and David is to ask volunteers which weekend would suit them. (Post Meeting: Sunday 28<sup>th</sup> April has been decided)

Steve Becker reported on the visit from a ground source heat pump engineer, Daniel Furedi, who had been asked to look at the system following continued problems with the heating and temperature levels in the main hall. Overall the system had apparently been well installed with a few minor recommendations which would help improve efficiency and cut down on energy wastage. For the time being Steve suggested leaving things as they were and then re-assess the situation if problems continued or energy consumption increased.

## 11. Ground Officer's Report:

Hamish Scott-Dalgleish said he had not yet heard from Sport England regarding his grant application for funding for the grounds. He had also put in for a grant for a new mower which would be quicker and cheaper to run, and which would improve the quality of the surface of the ground. Rabbits were beginning to dig holes again but there were no current problems from badgers or moles.

## 12. User Group Reports:

Newsletter Jacqui Elkins had sent her apologies.

Youth Club Sue Greenhow reported that although numbers had been down recently the Youth Club was continuing fairly successfully with 23 members registered from Enford. The Club had lost a number of members from a particular age group who had 'dropped out' but they still had 64 members on the books. There had been a change in the Management Committee with Tracy Southard elected the new Chairman and a new fund raising initiative was under way.

Parish Council Parish Council Adrian Orr reported the Play Park in Grants Road was to be extended following a successful Asset Transfer application of some adjoining land. Unfortunately Martin Webb, who had been the lead in organising the improvements for the play park, had had to retire from the Council due to work commitments, but a Committee had been formed under Emma Lovell with plans being drawn up. Following safety concerns from some people regarding the railings on the new bridge, steel wires would be fitted at the lower levels to stop children falling through. The light by the bridge which had been removed during building works would be re-installed. The Parish Council had employed Andy Kane at £1,000 per annum to carry out work around the village including the Play Park and the Jubilee Garden by the main road. The A345 had a new 50 mph speed limit. The C32 road was due for a speed review and it was hoped that a speed limit would be put in place through all the villages and particularly through Coombe.

Short Mat Bowls David Spencer reported that the club would be playing on an outside pitch in Amesbury from end March until October.

Football Club Ollie Stagg reported that although 20 children were registered about 8 or 10 turned up each week for the Saturday morning coaching sessions. The fee would be going up from £2 per session to £2.50 in order to cover the costs of paying for the training coach. Enford FC would be fielding an adult team next year.

The Gardening Club The next meeting would be 11<sup>th</sup> April – The Wiltshire Beeman, Fred Swift.

Camera Club As he could not attend Martin Webb had sent a report .to say there would be no meeting on Thursday 2<sup>nd</sup> May due to the Council Elections that day.

**13. Future Events:**

- Judy reported that she had concerns about the proposed Rural Arts Wiltshire Open Air Theatre production for Tuesday 18<sup>th</sup> June. The production was “Waiting for Godot” a play generally seen as “two people waiting for something to happen - twice”. She felt it would not have general appeal and suggested waiting for a more suitable RAW event in the future..
- It was agreed another date would be fixed for an open air Village Picnic / BBQ (Post Meeting Sunday 4<sup>th</sup> August suggested)
- Dance Evening – date to be decided.
- Ceilidh – date to be decided, probably in October.

**14. Any Other Business:**

No other business

**15. Date of Next meeting:**

Tuesday 14<sup>th</sup> May at 7.30 p.m.

Followed by provisional dates:

2013 - 16<sup>th</sup> July, AGM 10<sup>th</sup> September, 5<sup>th</sup> November

2014 - 14<sup>th</sup> January, 11<sup>th</sup> March

Judy thanked everyone for attending and closed the meeting.