

Minutes of the Enford Village Hall Committee Meeting Held on Tuesday 16th July 2013

Present: Judy D'Arcy-Irvine, Glenda Clark, David Harbottle, Steve Becker, Ollie Stagg, Lesley Brown, Hamish Scott-Dalgleish, Jane Young.

Members of the Public: Paula Brown, Tracy Southard, Sam Smith.

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

1. Apologies: David Spencer, Adrian Orr, Martin Webb, Jacqui Elkins, Ian Fribbins

2. Minutes Committee Meeting 6th November 2012:

Chairman briefly read through and asked for any comments. Acceptance of the Minutes proposed by David Harbottle, Seconded by Glenda Clark and agreed unanimously.

3. Matters Arising:

Included on the Agenda.

4. Treasurer's Report:

Glenda Clark reported that the account as at 30th June 2013 was in a healthy state. The book balance is £6,155.83 with cheques still to be credited or cleared making a Bank Balance of £6,400.87. The actual worth of the account is £6,699.83. Contingency funds in High interest accounts currently stand at £30,000.

The income had increased by £2,422 on last year and the Committee would have a small surplus to spend on future improvements. Free events and subsidies for the community amounted to around £1,750. Questions were raised about income from the hire of the recreation ground as there were considerable costs in maintaining the area. There is generally no separate recreation ground income generated except from the two Football Clubs. This income is included under Local Hire Income. For the next Financial Year, this can be identified separately to include any other future bookings for the grounds. The Committee had now almost achieved the 5% capital cost reserve contingency fund required by grant providers. The fund is in place to cover unforeseen repairs and future maintenance to the building. e.g. to replace the Klargester would cost £20,000 and the Ground Source Heat Pump system could cost £15,000 or more. Glenda is preparing the annual accounts for the independent auditor and the accounts will be presented to the AGM in September. Although Glenda had previously decided to resign as Treasurer, having given it some thought she was happy to stay as Bookkeeper but would not attend Committee Meetings to present the accounts. The Committee were delighted and it is hoped that a Deputy can be found to take on the role of liaising with Glenda and presenting the accounts at Committee Meetings.

5. Chairman's Report:

Judy reported that she had recently attended the Parish Plan public meeting held in the Hall and a report on planned future development for the Village Hall had been presented. She informed the Committee that David Harbottle would be resigning from the EVH committee in September as he had taken on more responsibility with the Parish Council. As Adrian Orr is leaving the Parish Council in October he would therefore no longer be the Parish Council Representative on the EVH Committee. It was not yet known who the Parish Council would appoint in his place. Judy thanked both David and Adrian for their support and contribution to the success of the Hall.

6. Parish Plan – Update:

Steve Becker reported that there will be a further survey and questionnaire sent out in December followed by a Presentation in February 2014. The Parish Plan public presentation held last month at the hall went well. There had been a number of consultations and he is in the process of putting it all together. He hopes to have the first draft finished by the end of the year although it may take a little longer. He plans to include a list of priorities requested by respondents to the questionnaire so that the community can see what the implications are for these, and show what may or may not be achievable. David Harbottle said he had attended a Tidworth Area Board meeting the previous day when it was mentioned that the draft Enford Parish Plan was the best their members had seen.

7. Storage / Future Improvements:

a) Extra storage is still needed. Hirers are often leaving the main storage cupboard untidy in spite of the printed plan showing where items go. It was suggested that there is space in the stockade for a large wooden storage shed which might be suitable for the football clubs' equipment.

- b) The work to carry out improvements on the shutter inside boxing had been put back from August to September as the hall had been booked for an engagement party.
- c) The heating system needs some additional work to improve performance following the report by the heating consultant. The work may cost £500+ and a quote was being obtained from a heating engineer. There are several items which need changes or updating. This work was mainly due to two sub contractors being involved at the time of installation as a result of which neither would take responsibility for shortcomings or problems within the system.
- d) The annual electricity account had increased to £1,800 which could be due to extra usage of the hall or the fact that it was a very cold winter. The increase could also have been exacerbated by minor problems such as hot water taps or showers leaking or constantly running when the valves were stuck open. The two hot water storage tanks are boosted once a week from 45 degrees to 65 degrees to kill the bacteria which cause Legionnaires Disease.
- e) Two quotations of £950 and £810 including materials had been obtained to remove one wooden bollard and build two or three steps from the car park to the front paved area making the 'short cut' safer. It was agreed the steps would be an advantage as the short cut becomes slippery in wet or icy weather and is a hazard. A third quote would be obtained from a contact suggested by Jane Young before finally going ahead to get the work done by the autumn.
- f) The quotation for extending the paved terraced area by two rows was around £2,500 including materials and labour. After discussion it was agreed that the work not justified at this stage and other improvements should take priority.
- g) The cost of picnic tables and benches is being researched. Three or four would be sited around the recreation ground for the public to use for picnics or to watch matches. It was suggested that the cost of resin ones are also researched as they are sturdy without the need for weather proofing and maintenance. It is still to be decided where they will go and how they should be secured. Hamish asked that implications regarding mowing the grounds be taken into account.
- h) Steve had previously suggested outside circuit training equipment be installed around the recreation ground. He will provide further information to the committee for discussion and will look into whether additional insurance will be needed. The cost of the equipment with installation is likely to be around £6,000 although grants may be available to help with the cost. A children's play park or tennis court would each cost about £25,000 - £30,000 and would need extensive outside funding as the village hall could not afford these.

8. Get Together Group Update

The Group run by Tracy, Sam and Paula had now paid back the money to cover the cost of equipment, including the children's tables and chairs. From the money raised at the coffee mornings they purchased stock, keeping a £20 float. The profits are passed to the Village Hall and are a welcome boost to income. They have a mixed age group of visitors, some of whom donate home made cakes, and numbers attending are increasing. They will be open through school holidays except on Bank Holidays. They are running a bingo fund raiser on the 1st September 2 – 5 pm; a table top sale 28th September and a Christmas table top sale on 7th December. Money raised from these three events will be shared between the Youth Club and the Village Hall. Judy thanked the group for their hard work in running the weekly coffee morning and the extra events.

Sam put forward a suggestion for a children's disco to take place in the hall after the fireworks event as the older children would like to carry on with the enjoyment of the evening. After discussion the Committee felt that it would not be feasible as the ECF is responsible for the hall and grounds for the Hallowe'en bonfire and fireworks event with additional insurance in place. There were implications over making sure the bonfire was safely doused after the public had left and having people staying on could become an issue. It would also be difficult to administer an additional event with unknown numbers turning up or deciding to stay on for a disco. If the weather was wet or muddy this could cause a problem with responsibilities undefined. Parking was allowed in a private field for the fireworks but if cars stayed until later in the evening this would be another issue. Judy agreed to speak to the ECF and ask their opinion on whether it might be feasible.

It was suggested that a teenage disco could be arranged after the Children's Christmas Party in December or after the family BBQ / picnic in the field scheduled for August. The Hall has a PA system with speakers and spotlights which can be used. The Youth Club do organise one or two events and it was suggested the Group liaise with them over dates.

The Group mentioned that most Monday mornings the floor is dirty from functions held at the weekend. Young children are getting dirty playing on the floor. The cleaner comes in for 2 or 3 hours on a Friday and hirers are asked to leave the hall as they would like to find it. If the hall is left dirty they can be charged for additional cleaning, but this does not necessarily mean it can be done before the Group arrives on a Monday morning. To employ the cleaner for another couple of hours on a Monday would add £800 to the expenditure and hire charges may have to be increased to cover this.

Judy asked for ideas and Hamish suggested that perhaps the Group could arrive a bit earlier to clean the hall on a voluntary basis before the coffee morning starts. They all have children to take to school but they said they might be able to clean on a Sunday. Tracy asked if a steam cleaner could be used on the floor as they are very good and quick drying. Judy will make enquiries as it might not be suitable for this type of floor.

9. Maintenance Officer / Grounds Officer Reports:

Maintenance Officer

David Spencer was not at the meeting. Judy said there was nothing to report.

Grounds officer

Hamish Scott-Dalglish reported that he had purchased a new tractor mower for the Village Hall with a £5,000 grant from Sport England. It will be quicker to mow the grounds than with his own mower previously used and should lead to some cost savings. In answer to the question he said it did not pick up the grass.

10. User Group Reports:

Short Mat Bowls David Spencer was not at the meeting. No report was given.

Gardening Club David Spencer was not at the meeting. No report was given.

Film Club The Autumn Season will begin 17th September, film to be confirmed. Suggestions for films would be welcome.

Football Club Ollie Stagg reported that Enford Football Club would be fielding a team for the 2013/2014 season in Salisbury District League. Saturday morning children's training was proving quite successful and would continue in the autumn. Plans were being drawn up for some children's football sessions during the summer holidays. It was confirmed that no charges are made by Enford Village Hall for children's football sessions.

Youth Club Jane Young reported that the Youth Club was going well and that there had been an increase in attendance with the lighter evenings.

Camera Club Martin Webb was not able to attend and no report had been received.

11. Future Events:

- Sunday 4th August - Family BBQ / Picnic / Games on the Recreation Ground. 12 30 p.m. onwards. An informal event for families to bring their own picnics and to join in the games. Cold drinks and sweets will be on sale.
- Sunday 1st September – Bingo
- Saturday 28th September – Table top sale
- Date TBC - Dance evening at the hall.
- October – Ceilidh / Music Evening
- Saturday 23rd November - Church Christmas Fair. It was agreed the hall would be made available free of charge but that the PCC should be asked for a small donation to help cover costs of electricity and heating.

12. Any Other Business:

- Sam Smith had asked the lady who runs the Zumba Dance Classes in Netheravon if she would be interested in running classes at the Hall. She passed the details to Judy who will contact her.
- The issue of footballs being kicked over the fence into the adjacent field where the land owner has two horses was raised again. The option of having several balls for each match was suggested so all the balls could be retrieved at the end of the match. Other suggestions such as a permanent fixture or planting trees were not considered possible or practical.

13. Date of Next Meeting:

Tuesday 10th September 2013 at 6.45 p.m. to approve the accounts followed by the **AGM** at 7.30pm.

Judy thanked everyone for attending and closed the meeting.