

**Minutes of the Enford Village Hall Committee Meeting**  
**Held on Tuesday 12 July 2016**

**Present:** Judy D'Arcy-Irvine, Steve Becker, Hannah Tucker, David Spencer,  
Hamish Scott-Dalgleish, Maggie Maund

1. **Apologies:** Anthony D'Arcy-Irvine, Kev Bennetts, Jonah Jones, Ollie Stagg, Jacqui Elkins, Jane Young

2. **Minutes of Committee Meeting 8<sup>th</sup> March 2016**

The Chairman welcomed all to the meeting. The acceptance of the Minutes of 17<sup>th</sup> May was proposed by David Spencer, seconded by Steve Becker and agreed unanimously.

3. **Matters Arising:**

The Acoustic Ceiling had been examined by the manufacturers, Gypsum, who found the damage not to be as serious as first thought. If it becomes necessary it was decided to get in a good painter and decorator to fill in and make good any gaps and leave repairs at that. Hopefully there will be no more damage and this action should save some money.

The attic floor will need repairing as a health and safety issue. Quentin's quote of £650 seems very reasonable and he will be asked for more details of where the boards need repairing (e.g. just the walkway area or more extensively).

The film club equipment was something Steve thought his successor, Clive Sturgis, may like to investigate with regard to purchasing a new amplifier. Clive, an IT expert, is being trained up on the current equipment and Martin Browne is also still available to help.

Some wooden bollards are rotting. It was decided that, as more rot, they will be replaced or an alternative can be looked at at that time. It was thought that the original bollards may not have been properly treated and so any subsequent, possibly smaller bollards, will be properly treated to ensure longer life.

The replacements for the stolen benches was something Judy undertook to look into. Emma Pettitt had said the ones at the Collingbourne Ducis VH were very good.

4. **Treasurer's Report:**

The Treasurer provided the members with a copy of the Recreation Ground and Village Hall funds analysis for the period of 1<sup>st</sup> July 2015 to 30<sup>th</sup> June 2016.

Hannah reported that finances were doing well with income coming in from weddings. The stockade repair had now been paid for and income overall was up by £1,700 with approximately £1,000 more on non-local hall hire. "A Midsummer Night's Dream" theatre evening had made nearly £300 which also helped increase profits. The electricity bill was down, possibly to the heat pump not working for a short period. The water bill was up and this was likely to be because the urinals had been continuously running. A new Cisterniser unit for operating the urinals had been fitted and the water bill should now return to normal levels. The invoice for the Performing Rights Society and Public Performance Licences had just been received.

Judy informed the committee that there would be no donation from the Pewsey Carnival this year because they were struggling with their finances and could not

therefore make grants to local communities as had been the case in the past.

Bookings for the Film Club were holding up well.

Hannah had included a balance sheet for this Financial Year and the committee discussed how best to reinvest some of the finances. Hannah informed us that banks/building societies were offering one year bonds now. She also said that the VH had received £15,500 back from Principality but they were no longer providing investments for charities. Scottish Widows will invest for charities at a rate of 0.8%. The Committee agreed that Hannah should reinvest £25K into Scottish Widows through CAF. This would leave a balance in the bank of around £9,000 to £10,000. This action was proposed by Hannah and seconded by Hamish.

Judy informed the committee that Kim Riche had agreed to examine / audit the annual accounts again this year.

5. **Chairman's Report:**

Judy took the opportunity to thank Steve for the sterling job he had done over the years on behalf of the VH. She thanked him for all his assistance regarding the maintenance and said he had been a huge support. She presented Steve with a signed card and small gift to wish him good luck in the future and thanked him again.

Judy said that Jane would appreciate any assistance to help organise the Quiz Night on the 30<sup>th</sup> July. She also encouraged committee members to support the quiz by attending and making up tables of four competitors. The quiz was being held to celebrate the Queen's 90<sup>th</sup> birthday. The event would be announced in The Swan during their next quiz night. Tickets were £5 including a Ploughman's Supper and were available from Judy or Jane. The event would be non profit making and in support it was agreed the VH would not charge for the hall's use.

Judy informed the committee that the simplified Hire Charge documents were appreciated by those using them as the old ones had been difficult to understand. She also said that overall hire charges had not increased since 2009.

Judy said that a check had been made of the Hall's property inventory including crockery, cutlery and kitchen equipment and some items were inevitably missing. She said that she may need to buy replacements but was pleased that, after seven years, the losses generally were fairly low.

Judy told the committee that when she was spring cleaning the VH she had used her own scrubbing machine to clean the floors. She said that it would be very beneficial to Lynne, the cleaning lady, to have one permanently on site owned by the VH. She said that she had arranged a manufacturer's demonstration to view two types costing between £500 and £900. Judy said she would have a better idea after the demonstration which would be more suitable. She recommended buying one as it would save Lynne time, would be more efficient and will improve cleanliness. Hannah recommended that if a new scrubbing machine was bought, it would need to be properly secured to prevent theft. The Committee agreed to go ahead to buy the equipment.

Judy said the kitchen drawer still needed fixing but the blind in the Main Hall had been repaired at no cost by the supplier as they had taken so long to do it.

Judy informed the Committee that she had had a request to extend the patio in order for yoga classes to be held outdoors during clement weather. Last time we researched the option it was estimated it would cost about £1,200 for materials plus labour. The ground would have to be levelled before laying the stones. Apparently the grass was difficult to practice yoga on. The Committee discussed the option and it was estimated that any extension would be used by the Yoga Class a maximum number of perhaps 8 -10 times per year. It was decided it was not cost effective at the moment but Judy undertook to keep this suggestion on the Future Projects list.

Judy said that the Youth Club had been due to re-open last week but she had been informed by Sue Greenhow that things were not going well with it due to lack of volunteers. It may re-open in September. Judy said that the age limit to join the Youth Club had been reduced to 5 years old (thus ranging from 5 to 16 years old). This may be a problem and there was concern that numbers were dropping drastically.

Judy informed the committee that WiFi access had been set up with a WiBi box at a cost of £10 per month with Tesco Mobile. Two gigabytes are available for streaming and it was thought that the Camera Club may be interested in this. Outside bookings would also benefit for meetings, etc.

The Football Foundation and Charity Commission had both received the VH Annual Report, accounts etc. We are awaiting a response from The Football Foundation.

**6. Maintenance/Grounds Officer Report:**

David said that the electric light in the main hall was still a problem but, as it was new, it should be repaired under guarantee. He also said that Dyno Rod had fixed the problem with the drains which had been blocked with weeds and unsuitable waste matter which had been flushed down the loos. Luckily the problem had been identified a few days before the Summer Fete and immediate action had been taken.

David was informed that there appeared to be marquee equipment behind one of the goal posts which may have been dumped there. If so, it will need taking to the tip and David undertook to investigate.

Hamish told the committee that the parking grid would cost £695 for 60 sq mtrs. He was concerned that the grid may not be worth this cost as there had only been one or two events when cars were bogged down. He also said that the grid would be self assembly and he may not be able to undertake all the work involved in constructing it. He recommended buying a token amount of about 20 sq mtrs for near the gateway and see how this goes. If necessary, more can be bought and added on. It was decided to order it now so that it can be placed for September. Hamish undertook to arrange this.

**7. User Group/Club Reports:**

Apart from the Junior Football Club getting a new coach, there was no news regarding the clubs which are all continuing to run.

8. **Projects Completed:**  
Not applicable this month.
9. **Future Projects:**  
It was decided to wait and see how the Youth Club was fairing before pursuing any extra storage.

The spring cleaning was underway. Steve undertook to repaint the legs of the outside noticeboard. The emergency lighting will be checked to see if new bulbs and/or batteries are required (bulbs are kept on site). Steve informed the committee that Bushan may be able to assist David with general maintenance matters when he leaves and he undertook to ask him.

10. **Future Events:**  
A Remembrance Sunday Lunch in aid of the ABF and Enford Church will be held on Sunday 13<sup>th</sup> November.

The Christmas “Rain or Shine Theatre” play this year will be ‘The Hound of the Baskervilles’, probably in early December.

Next year’s summer “Rain or Shine Theatre” production will be ‘Twelfth Night’ probably in June.

11. **Proposed Dates for 2016-2017 Committee Meetings:**  
13<sup>th</sup> September AGM / 8<sup>th</sup> November / 10<sup>th</sup> January 2017 / 7<sup>th</sup> March / 16<sup>th</sup> May / 11<sup>th</sup> July

12. **Any Other Business:**  
Hamish brought up the matter of having the VH building revalued as it was over 7 years since the Hall was built. He said that it would cost £120 to have this done and there would be a small additional annual premium of about £17 which would ensure we are fully covered in future. As things stand, in the event of a total loss of the VH, we would not necessarily be able to claim the full cost of any losses but only a portion of them if the building was not correctly valued. As Trustees can be held personally liable for negligence it was agreed to arrange for the revaluation and pay the extra insurance charge. Hamish undertook to organise this.

13. Steve took this opportunity to say what a privilege it had been to be a member of the VH Committee. He said that Judy had been a very supportive and inspiring Chairman and she had achieved a great deal. Judy said it would be nice to give Steve a drinks get-together before he left the village and she would organise a party at her home for all Committee Members very soon.

Judy thanked the committee for their attendance and reminded them that the next meeting on 13<sup>th</sup> September was the Annual General Meeting. Judy closed the meeting at 2100hrs.