

Village Hall Management committee

Monday 20<sup>th</sup> August 2007

7.30 pm

Committee members attending:

Pam (Chair,) Emma (secretary,) Jan H, Tony, Vic and Freda.

Apologies received:

Judy, Tina, Thurston (working away on behalf of this committee,) Luke, Clare and John.

18<sup>th</sup> June 2007 minutes have been sent to denbury.net they have not been amended so will need to be at a later date.

23<sup>rd</sup> July 2007 minutes. Amendments to minutes;

Take out J.Bryan as being present.

**Outside tap**

Should read the W.I still “require” a key and not still “requesting”.

**General Maintenance**

Bill Langler: - we are not waiting for a quote; we are waiting to be invoiced.

**New Village Hall**

The word “will” is to be replaced with the word “should” (third line down).

**AGM Amendments**

Slight amendments to be made, see new issues when e-mailed to committee members. Also following some misty areas in the constitution, it was decided that Thurston, John, Vic and Pam would arrange a date to get together and resolve some areas concerned, and that they would update the other members of the committee as soon as they could.

Matters arising

In future all minute amendments will be brought before the committee at the following meeting to be agreed by committee members present before being submitted to Denbury.net

**Outside tap**

A letter has been sent to District Councillor Dennis Smith regarding the £100 grant for the outside tap. We are still waiting for a reply.

**General maintenance**

John Blackman has done most of the outside maintenance now and he has been paid for the work he has done up to date. The windows at the rear of the hall still need doing but the preschool sheds are in the way. Preschool will be asked to move the sheds to allow more light into the building and easier access for maintenance. We will then ask John to paint the two remaining windows. Jan pointed out that an abundance of fauna is rapidly growing around the side of the building. We agreed they need eradicating before damage is done by roots taking hold. Vic has weed killer and will come up and spray the affected areas one evening. John Griffin is still trying to get a price for hedge and grass cutting from Trev.

**Electrical Testing/Fire Certificates**

Pam has arranged to have both the fire and electrical appliances tested. The fire appliances and equipment have been checked by Dart Fire, all is safe and in good

condition. Electrical testing has been booked in for Tuesday 28<sup>th</sup> August 9.30. Pam will meet electrician and Emma will come and get preschool's bits out for testing.

### **Risk assessment**

This has been completed by Steve Basset and Pam now has a copy. Most areas assessed resulted in a medium risk factor. Nothing needed immediate attention. The report recommended we continue with our regular electrical and fire safety inspections.

It is felt by all committee members that the table tennis lighting fixture in the main hall has to be replaced as it is held up by string which has a risk breaking, especially if there is a fire. A letter will be written to Patrick Darch (our contact for the table tennis club) asking who owns the light fixture, it will also explain to them that if the table tennis club owns the fixture they will have the responsibility to replace it with something suitable for their use that has been approved by Health and Safety. The committee will give the table tennis club until the next village hall committee meeting to respond. If we do not hear from the table tennis club by that date then the committee will take action to remove the lighting fixture as it is deemed unsafe.

It is agreed by the committee that the lighting fixture above the snooker table is also unsafe as it is also held up by string and only tied to the struts in between the ceiling tiles. We will ask Graham Taylor for his recommendations with a view to installing a more modern light fitting, with a budget of £50-£100. Vic suggested halogen spot lights that could be recessed into the ceiling which would be more aesthetically attractive and do the job just as well.

### **Hall Re-decoration**

This was completed on time and a note of thanks to those who helped has gone into the Denbury Diary. All agreed it looks fantastic. Receipts for expenses should be handed into Luke. It was decided to leave the two big notice boards off the walls for now as they are not being used by the clubs they were allocated to anymore and groups who hire the hall prefer the walls to be free from distractions. The clock needs to be put back on the wall but for now it is being stored safely under the stage. The committee will investigate if and how it can be restored back to useful working order, possibly with the aid of a grant from either Feoffees or the May Fayre committee. It is agreed by the committee that Jan will go ahead and buy new dark wooden curtain poles from Trago. These curtain poles will protrude further from the wall than the original curtain tracks and when they are fixed we will be able to see how much the window brackets will affect the hang of the new curtains, if at all. The committee decided on WINE coloured material of the GEORGIA pattern from CURTAIN EXPRESS @ £7.99 p/m plus fire proofing @ £3-4 p/m. We will ask Maggie to measure up for us, with a drop half way between the dado rail and the window sill, the material will then be ordered from AUSTINS by Pam. Emma is still willing to make the curtains for us.

### **Communications**

John, Thurston and Pam had a mini meeting regarding sub-committees and the constitution. It is a work in progress. John took notes and they hope Vic will be able to join them at their next mini meeting. Tony raised these issues at the last Parish Council meeting the outcome of which is that Teignbridge District Council is not going to get involved. They recommend we go through a private firm of solicitors to get advice and to get the four named trustees off the deeds to the land.

**Wine**

Tony has had a very good result with his wine contact at Sainsbury's and although she has now moved stores, we have been donated twelve good bottles of wine to raffle at fundraisers (Wolfblass, 6 white, 6 red).

**Denbury Diary**

Entry for October, Pam will talk to Tina when she is back from holiday.

**Broadband and phone line**

Vic raised the issue of whether village hall users would benefit from the installation of a phone line and broadband. We will put this on the agenda for discussion at our next meeting.

**Next Meeting at the village hall on Wednesday 19<sup>th</sup> September at the earlier time of 7pm.**