

Minutes of the meeting of the Watton-at-Stone Community Hall Board of Trustees held in the Community Hall on Thursday 14th January 2014

Present: Mr. Iain Harris (Chairman) Mr. Ian Knight
Mr. John Meischke Mr. David Stock
The Clerk (Mrs. Jane Allsop)

1 Apologies for absence

Apologies for absence: None.

2 Minutes and report of meeting held 14th November 2013

The Trustees approved the minutes, which Mr. Harris then signed.

3 Internal and external storage areas

Mr. Knight said that the football club have been unable to split the goal posts in two, to allow them to be hung on the back wall of the external storeroom. Mr. Meischke agreed to help separate the two parts of the goal posts. **Action: J. Meischke**

As reported at the December 2013 meeting, Mark Blacktin has installed two shelves in the recently extended internal cupboard.

4 Gas boilers

Mr. Meischke said that in his hunt to find suitable plumbers to provide a quotation for replacing the hot water boiler, he spoke to Trevor Blacktin, who was the chartered surveyor who oversaw the building of the Community Hall. Mr. Blacktin has given Mr. Meischke the names and details for three competent contractors to contact. **Action: J. Meischke**

5 Pram and buggy storage

Prams are being successfully stored in the meeting room during the Beane Valley and Dots and Tots sessions.

6 Pavilion chairs

Mr. Meischke said that he and Mr. Smith had bought some of the old chairs down from the loft and put them in the internal storeroom and some of the tatty blue chairs are being disposed of.

When funds become available, folding chairs that are stored on wall hung racks will be purchased.

7 Child protection policy

Mr. Harris said that he had established that the Parish Council and Community Hall need a Child Protection Policy. Discussion on this item to be deferred to the Parish Council meeting on 21st January 2013.

8 Use of kitchen by Ladies football team

As reported at the December Parish Council meeting, a letter has been sent to John Fitzjohn (Manager of the Ladies Football team) advising him that they can only use the kitchen facilities when the Pavilion is not in use by another hirer.

9 Notice boards

As reported at the December Parish Council meeting, the internal notice boards have been relocated from the Pavilion into the main entrance corridor. The small settee in the pavilion has been moved and the table trolley is now stored in this area making the main area of the Pavilion uncluttered and more usable.

10 De-cluttering of the meeting room

Mr. Meischke said that he and Mr. Smith have de-cluttered the meeting room by disposing of the old photocopy machine and its stand; emptying the contents of the filing cabinet into the filing cupboard and moving the filing cabinet to the internal cleaners storeroom, where it is being used to store cleaning materials.

Mr. Smith and the Clerk have started to go through the contents of the filing cupboard. Some items have been put in boxes and are being stored in the loft.

11 Floor and general cleaning

The Trustees discussed the quality of cleaning in the Community Hall, in particular, the floors are not being satisfactorily cleaned. It was agreed to obtain quotations from industrial cleaners to clean the floors on a monthly basis. This could be partly funded by reducing the hours of the current cleaners.

The Clerk said that the Community Hall floors were last industrially cleaned in 2009. She tried to contact the company who did the work but was unable to get hold of them by phone.

Mr. Harris said that he believed that the company he uses to clean his windows, which also cleans other windows in the village, is a general cleaning company and may be able to provide a quotation.

Mr. Harris to give the Clerk the contact details of the cleaning company.

Action: I. Harris

12 Repair work to Rainbow multi-play and slide including safety surface repairs

Mark Blacktin had done a good job of repairing the Rainbow multi play and slide's log ramp board and other wooden parts.

In November 2013, Mr. Smith and Mark Blacktin also satisfactorily repaired the damaged safety surface using a two-part repair system.

13 Play area

The Clerk said that that a total of £6004.94 has been raised in donations and grants towards the play area improvements. To date there has been one expenditure of £4,933.20 for the purchase and installation of the supernova including safety surface matting. The VAT element of £822.20 will be claimed back by the Parish Council.

Mr. Harris said that the excess of funds will be ring fenced for play equipment.

14 Quotations for the painting of the top windows and external toilet and storeroom doors

Mr. Meischke said he had found a company who is willing to paint the high level external windows at the community hall. He is expecting a quotation from them imminently. He has asked them also to quote for installing raw bolts on either side of the building, which climbing ropes are then be attached to, to allow the painters to do the work. This is instead of using scaffolding or a cherry picker. This system meets the health and safety guidelines. The raw bolts would be a permanent fixture so that they can be used again for the same purpose.

Mr. Meischke has been trying to find other contractors interested in doing the work.

15 Disturbances around the Community Hall

On 6th January, the Yoga Class moved their session to a Monday evening in the Pavilion. Shortly after the Badminton Club left the Main Hall, the Yoga class had their session interrupted by youths, who first screamed in the main corridor and then proceeded to bang the windows while the Yoga group were trying to have their relaxation session. The Clerk said that when she mentioned this to Carla Beach from Slimming World on the following day, she said that they had also had problems with youths for the last three session she held her group on a Monday evening. The Yoga class has cancelled their Community Hall booking.

PC Andy Woodward has been informed about the incidents. Mrs. McCash has informed the Parish Council that PC Andy Woodward and Sally Brooks, who are on evening duties this week, will be patrolling the village.

Mr. Meischke said that this is a reoccurring problem. Youths have very little money and nowhere to go in the evening because they are too young to frequent the village pubs.

16 Bank accounts

This item was discussed by the Trustees prior to the start of the meeting and it was agreed to send Santander a copy of the July 2013 Parish Council minutes in which it states the following.

- **“Change of bank signatories on the Parish Council and Community Hall accounts**

It was agreed that the all bank accounts need to have Nigel Poulton removed as a signatory because he is no longer is a Parish Councillor.”

The clerk to act accordingly.

Action: J. Allsop

17 Chairman and Trustees Reports

None

The meeting closed at 1430.