

Minutes of the meeting of the Watton-at-Stone Community Hall Board of Trustees held in the Community Hall on Monday 24th November 2015

Present: Mr. John Meischke (Chairman) Mr. Ian Knight
Mr. David Stock Dr. Emma Waltham
The Clerk (Mrs. Jane Allsop)

Apologies for absence

Apologies for absence: None.

Boiler system

Mr. Meischke said that he and Mr. Smith met with James Turner on Friday 20th November to discuss the requirements for a new boiler system. They were advised that a water flow meter should be fitted to the showers over the winter season to ascertain the water usage required for the new boiler system. Weekly reading would then need to be recorded and a note of the weather conditions taken and if the footballers had used the showers or not.

Mr. Meischke said that he had asked James Turner to fit a water flow meter and he would take the weekly readings every Monday.

Currently there are 14 showers for both the away and home sides, two of which are in the two referee changing rooms (one of which currently has its water supply turned off because the shower door is broken). The results of the water usage test may show that we can reduce the number of showers required.

Mr. Meischke explained that there are three boilers at the Community Hall. Two boilers deal with the heating of the hall and the third, which is a large floor based cylinder boiler, heats the hot water. It keeps the water continually heated to 60 degrees on a re-circulating system, which means that legionnaire disease is a very low risk.

To prevent legionnaire disease, the shower heads will have to be cleaned and descaled every quarter and a water check will need to be carried-out once a year. Rosemary Brown has recently cleaned the shower heads. Mr. S Steel of J&S Power Flushing And Water Treatment Services will be visiting the Community Hall to do a legionnaires risk assessment and write a report on his findings.

The possibility of not having a showering system at the Community Hall was raised. Mr. Knight said that the football club would be thrown out of their league if they have no showering facilities available.

Mr. Stock said that if we are encouraging people to do boot camps etc., they will need to use the showering facilities at the Community Hall.

Community Hall action plan

The Trustees went through the action plan put together by Dr. Waltham and agreed some small changes.

See attached Action Plan, which includes the notes from the meeting with Jan Stock (Wodson Park's General Manager) dated 2nd November 2015. **See attached**

It was agreed that in the first instance the Trustees need to make the hall work in its current format as a sports facility rather than a Community Hall. However, the use of the Pavilion and kitchen facilities as a community hub should be encouraged, together with parties using all the Community Hall facilities available. District Councillor Michael Freeman is organising the library facilities in the meeting room once a fortnight and at the same time his volunteers will provide coffee and tea to visitors in the pavilion.

Smoke Alarms

On the advice of Jan Scott (Manager at Wodson Park), two smoke alarms have been fitted in the internal storeroom and fire exit notices have been put up.

The meeting closed at 2050.