

THE LONG SUTTON VILLAGE HALL & RECREATION GROUND MANAGEMENT COMMITTEE
THE NEXT MEETING TO BE HELD ON **THURSDAY 10TH SEPTEMBER 2009** @ 7.00PM.

AGENDA

1 APOLOGIES

2 MINUTES OF THE LAST MEETING (15 / 7 / 09)

3 MATTERS ARISING

- a) The 2 heaters in the kitchen replaced by electrician.
- b) Replacing heaters in main hall **to leave on Agenda (Judy)**
- c) Dummy CCTV equipment fitted on sports pavilion (**Richard Agnew**)
- d) Cricket Club's old site screen moved to the top of the sports field or disposed of? (**Mick Willoughby**)
- e) New lightweight tables for the village hall (**Judy**)
- f) Plumber to quote for pipe / tank lagging in the Sports Pavilion to stop pipes freezing (**Judy**)
- g) Painting the main hall (**Judy**)
- h) The Sturgeon picture donated by **Mr & Mrs Cranage** to be used for fund raising. (**Judy**)
- i) Cutting back the over grown hedges and other vegetation as necessary, around the car park / field areas (**Judy**)

4 TREASURERS REPORT **Lloyds Bank Current A/c as at 10 / 9 / 2009** £.....
Current Total Funds £.....

- (a) Confirmation that all bills for hall rental are paid to date
- (b) £50 invoice to Cricket Club for cleaning Sports Pavilion paid?

5 SPORTS CLUBS

(a) **CRICKET** (Chris)

- (1) Window shutters now been fitted with vandal proof bars and padlocks? [on agenda since October 2005] (**Judy**)
- (2) Letter to the Cricket Club requesting copy of Insurance Policy for contents of store building (**Judy**)
- (3) Cricket Club rent review over due (**Judy / Chris Vigar**)

(b) **FOOTBALL**

- (1) Football Coaching of small group continuing for the coming season (**Judy**)
- (2) Ash Rangers F C will be renting the football pitch next season – have provision for new goal posts been made? (**Judy**)

6 TENNIS COURTS

- [1] Weed monitoring inspection continues. (**Patrick**)
- [2] Condition of court surface to be monitored after removal of some tree. (**Patrick**)

7 FUNDRAISING EVENTS (**Judy**)

8 COMMUNITY COUNCIL

9 CORRESPONDENCE

10 ANY OTHER BUSINESS

11 DATE OF NEXT MEETING2009 in the village hall at 7.00pm

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MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 15TH JULY 2009
BY THE LONG SUTTON VILLAGE HALL & RECREATION GROUND MANAGEMENT COMMITTEE
COMMENCING AT 5.03pm

APOLOGIES Mr P Vaughan, Mr R Vaux, Mr. D Astington, Mr C Holland, Ms P Jukes, Mr C Vigar.

THOSE PRESENT Mr R Agnew, Mrs. A Barton, Mr T Bugden,
Mr. B Tarr, Mrs J Turner, Mr M Willoughby,

Mrs **Judy Turner** welcomed those members of the committee attending the meeting.

MINUTES OF THE LAST MEETING (18th May 2009) were signed after 2 amendments.

MATTERS ARISING

- a] **Mrs Judy Turner** confirmed that the prohibitive notices have been fixed on to the exterior of the main village hall building, the sports pavilion building and the entrance to the children's play area.
- b] **Mrs Judy Turner** confirmed that we are still awaiting the electrician, Mr Paul Thorne to fit the 2 new heaters in the kitchen.
- c] **Mr Judy Turner** confirmed that replacing the heaters in the main hall should be left on the agenda until sufficient funds are available.
- d] **Mrs Judy Turner** confirmed that an exhibition showing the decades since the village hall was opened 40 years ago was held in conjunction with the Long Sutton annual fete, and the feedback was positive.

Page 2

- e] As **Mr Chris Vigor** was unable to attend this meeting **Mrs Judy Turner** agreed for Mr Richard Agnew to look in to the fitting of dummy CCTV equipment as he may have some he can donate for the use of the village hall committee.
- f] As **Mr Chris Vigor** was unable to attend this meeting, **Mrs Judy Turner** confirmed that the old cricket club's site screen has still not been moved to a safe position or removed completely. After some discussion **Mr Mick Willoughby** agreed to look in to this.
- g] **Mrs Judy Turner** said that to date we have donations of £500 from the FOLSC and £500 from the Pantomime Society + £200 raised from the "Big Breakfast" held in May, which leaves us about £1,200 short for the purchase of 25 portable tables direct with Gopak the cost is about £98 each [£2,400]. The sale of the wooden tables at £10 each should offset some of the expense. Regrettably no grants are available.
- h] **Mrs Judy Turner** confirmed that a letter of thanks has been sent to **Mr & Mrs Meaden** and their helpers, for purchasing and fitting the new curtain rails and hooks.
- i] **Mrs Judy Turner** confirmed that the new aluminium stepladder has been marked as the property of the Long Sutton Village Hall, and is now in the hall for use.
- j] **Mrs Judy Turner** confirmed that she has now taken over the health and safety checks as **Mr Keith Harding** has moved from the village, confirming that **Mr Kevin Robinson** and **Mr David Bromfield** have agreed to continue with the weekly checks.
- Concern was expressed regarding the list of repairs shown on the form from SSDC last check – especially for the skateboard area, which is quoted as needing repainting again. A quote of £400 for the 1st years painting then £200 for subsequent years, seemed excessive. Further enquiries will be made regarding the possibility of this work being carried out on a voluntary basis although the type of paint required may be a problem to obtain.
- At present we pay £80 per year for the health and safety checks by the SSDC. The Playground Inspections have quoted £195 per year but this also includes the small repairs. After some discussion it was decided to leave the check with the SSDC for the coming year and then review the position.
- k] **Mrs Judy Turner** confirmed that a letter of thanks has been sent to **Mr Keith Harding** for his work with the health and safety checks.

TREASURERS REPORT **Mr Richard Agnew** handed round the financial statement for 24th June which showed

Lloyds Bank Current A/c £7,005.04p

Since 24th June a further **£497.00p** has been added to the account.

And **£702.85p** has been paid out.

This makes the current financial position **£6,799.19p** in the **Lloyds Bank Current A/c**

Invoices for rental bills etc May to July amount to £305p

Invoices total £1010.50p

Mr Richard Agnew added that he has now lodged an application to be the new DPS for the Long Sutton Village Hall. This will allow alcohol to be sold at events in the hall.

Mr Richard Agnew confirmed that the cleaner Mrs Sandra Morris was now submitting invoices for her work.

SPORTS CLUBS

[a] CRICKET CLUB

- (1) **Mrs Judy Turner** confirmed that the work to secure the window shutters of the Sports Pavilion has still not been completed.
- e. **Mrs Judy Turner** said that a letter will be sent to the Cricket Club requesting a copy of the insurance documents taken out by the Cricket Club for the contents of the storage building, this will be filed with the village hall insurance policy.
- (3) **Mrs Judy Turner** said that the new rental contract for the Cricket Club was well over due and she will speak to **Cdr Richard Sargent** who was dealing with the negotiations. It was felt by the committee members present that the current rental being paid was far too low. **Mrs Judy Turner** added that the condition of the Sports Pavilion has been inspected and was found to be in a dirty state. As the Sports Pavilion has to be kept in a condition that allows the Village Hall Committee to be able to let it out to others it needs to be pointed out to the Cricket Club that they will be invoiced for any cleaning / tidying of the building deemed necessary. **Mr Terry Bugden** [the booking clerk] will invoice the Cricket Club £50 for the cleaner's time.

[b] FOOTBALL

- (1) **Mrs Judy Turner** said that she does not know if the young footballers coaching group will continue next season.
- (3) **Mrs Judy Turner** confirmed that the Ash Rangers Football Club will be using our sports field next season. Their rental fee will be £300.

TENNIS COURTS

- [1] **Mrs Judy Turner** confirmed that the monitoring of the courts is continuing, but it was agreed that more work is needed to cut down some more growth on the trees.
- [2] **Mrs Judy Turner** confirmed that the monitoring of the courts and surrounding area regarding growth of weeds continues and to be left on the agenda the necessary action will then be taken when required.

FUND RAISING

Mrs Judy Turner said that the “big breakfast” on Saturday 23rd May raised £200 towards the purchase of the new lightweight tables for the hall, and thanked those who helped on the day.

COMMUNITY COUNCIL

Mr Richard Agnew said that he had received the bill for the Newsletter £30. He had also received the Village Hall Community Council Newsletter.

CORRESPONDENCE None

ANY OTHER BUSINESS

- [1] **Mr Mick Willoughby** reported that there is a lot of litter around the Sports Field area, also a black square litter container has been placed on the sports field side of the children’s play area, but no one knows who put it there.
- [2] **Mr Richard Agnew** said that the hedges, and some of the grass etc along the foot path has become over grown and needs to be cut back – he suggested a working party to carry this out. The area was inspected at the end of the meeting.
- [3] **Mrs Judy Turner** said that
- [a] We now need to draw a line under the amount of money being used from general village hall funds that are now subsidising the refurbishment of the Sports Pavilion. The cost so far has gone well over the original agreed amount and no more will be spent on this project, as money is needed for other urgent maintenance jobs.
- [b] One being the main hall and ceiling which is in urgent need of painting. **Mrs Judy Turner** said she had obtained a quote, of £1,500, which she did not consider excessive. **Mr Richard Agnew** suggested we could form a working party to do the walls. The condition of the hall was inspected at the end of the meeting.
- [c] The lagging of water pipes needs to be checked before the Winter, to avoid freeze ups and leaks.
- [d] The walls of the committee room and main hall are becoming unsightly with too many awards and pictures **Mrs Judy Turner** said she would like to see them tidied in to one area in the committee room anything not now relevant to be taken down and filed away or disposed of.
- [4] The Sturgeon picture donated to the village by Mr & Mrs Cranage is held by **Mr Patrick Vaughan** and should be used in some way for fund raising.

APPROVAL SOUGHT OF TRUSTEES None

DATE OF NEXT FULL COMMITTEE MEETING THURSDAY 10th September 2009 @ 7.00pm

There being no other business the meeting was formally closed by the Chairman, at 5.50pm.

- NB** [1] Copy of minutes Emailed to Clerk of Parish Council
[2] Copy of minutes displayed on the village hall committee rooms’ notice board