

THE LONG SUTTON VILLAGE HALL & RECREATION GROUND MANAGEMENT COMMITTEE
THE NEXT MEETING TO BE HELD ON **THURSDAY 23RD JULY 2009** @ 7.00PM.

AGENDA

1 APOLOGIES

2 MINUTES OF THE LAST MEETING (18 / 5 / 09)

3 MATTERS ARISING

- a) Provision prohibitive notices now in position? (**Patrick/Judy**)
- b) The 2 heaters in the kitchen replaced by electrician. (**Patrick**)
- c) Replacing heaters in main hall to **leave on Agenda** (**Patrick**)
- d) Comments on the 40th Anniversary exhibition of the village hall held on 20th June (**Judy**)
- e) Dummy CCTV equipment fitted on sports pavilion (**Chris Vigor**)
- f) Cricket Clubs old site screen moved to the top of the sports field? (**Chris Vigor**)
- g) New lightweight tables for the village hall in situ (**Judy**)
- h) A letter of thanks to Mr & Mrs Meaden & helpers for replacing the curtain rails & hooks in the main hall. (**Patrick**)
- i) New aluminium step ladder now in the hall having been marked as V H property. (**Patrick / Terry**)
- j) Continuation of the weekly "Health & safety" checks. Replacement appointment to oversee this & keep records. (**Patrick /Judy**)
- k) A letter of thanks to Mr Keith Harding for looking after the Sports Field/ Play Areas Health & Safety checks. (**Patrick**)

4 TREASURERS REPORT Lloyds Bank Current A/c as at 23 / 7 / 2009 £.....
Current Total Funds £.....

- (a) Confirmation that all bills for hall rental are paid to date

5 SPORTS CLUBS

(a) **CRICKET** (Chris)

- (1) Window shutters now been fitted with vandal proof bars and padlocks? [on agenda since October 2005] (**Patrick**)
- (2) Letter to the Cricket Club re Insurers refusal to insure diesel in store building (**Richard Sargent**)
- (3) Cricket Club rent review over due (**Patrick / Richard Sargent/Chris Vigor**)

(b) **FOOTBALL** (heading to be kept on the agenda)

- (1) Football Coaching of small group continuing for the coming season (**Patrick**)
- (2) Possible use of pitch next season by Ash Rangers F C. (**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

- [1] Result of the Big Breakfast 23rd May (**Judy**)

8 COMMUNITY COUNCIL

9 CORRESPONDENCE

10 ANY OTHER BUSINESS

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

NB AGM due PARISH COUNCIL TRUSTEE TUESDAY 2ND JUNE 2009

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MINUTES OF THE ORDINARY MEETING HELD ON MONDAY 18th MAY 2009
BY THE LONG SUTTON VILLAGE HALL & RECREATION GROUND
MANAGEMENT - COMMENCING AT 7.00pm

APOLOGIES Mr R Agnew, Mr R Vaux, Cdr R Sargent, Mr C Holland, Ms P Jukes Mr C Vigar, Mr M Willoughby.

THOSE PRESENT Mr P Vaughan, Mr. D Astington, Mrs. A Barton, Mr T Bugden,
Mrs V Burdett, Mr. B Tarr, Mrs J Turner.

Mr Patrick Vaughan welcomed those members of the committee attending the meeting. Mr Patrick Vaughan added that in the absence of the Village Hall Committee Treasurer [Mr Richard Agnew], he would explain the current financial position.

Mr Patrick Vaughan, also asked if, as Mr Richard Agnew was unable to attend meetings on a Monday due to other commitments, we could hold committee meetings on a different evening. This was agreed, and Thursdays appeared to be the best day.

MINUTES OF THE LAST MEETING (16th March 2009) were signed.

MATTERS ARISING

- a] **Mrs Judy Turner** confirmed that the prohibitive notices as agreed at the last meeting will be ready to pick up this week and will be in place by the end of the month.
- b] **Mr Patrick Vaughan** said that the 2 new heaters in the kitchen are still to be fitted, it was felt that with the Summer months, urging Mr Paul Thorne [the electrician] for completion was not necessary.
- c] **Mr Patrick Vaughan** confirmed that replacing the heaters in the main hall should be left on the agenda until sufficient funds are available.
- d] **Mrs Judy Turner** said that an exhibition showing the decades since the village hall was opened 40 years ago, will be set up in conjunction with the Long Sutton annual fete, being held this year on Saturday 20th June. This could be held either in the main hall – possibly on the stage area with display boards, or in a separate marquee outside. **Mrs Judy Turner** asked for any memorabilia photos etc: for the displays.
- e] **Mr Patrick Vaughan** apologised that he had not been able to arrange a trial run with the portable loop system with **Mr Richard Agnew's** wife. After some discussion regarding the need of this equipment it was decided to take this item of the agenda, and possibly reconsider if or when any complaint is received from the hard of hearing.
- f] As **Mr Chris Vigor** was unable to attend this meeting, **Mr Patrick Vaughan** said that he would discuss with him when a dummy CCTV box will be fitted to the sports pavilion.
- g] As **Mr Chris Vigor** was unable to attend this meeting, **Mr Patrick Vaughan** said that he would again urge the cricket club to move the site screen to the top of the sports field, so that it could not be used by vandals.
- h] **Mrs Judy Turner** said that she had negotiated the purchase of 25 portable tables direct with Gopak the cost is about £98 each [£2,400]. A grant has been agreed, and we hope to have a further donation from the Long Sutton Friendly Society. The wooden tables would be offered for sale at £10 each, to offset this expense.
- i] **Mr Patrick Vaughan** confirmed that he, **Cdr Richard Sargent** and **Mr Kevin Robinson** had cleared the rubbish from under the stage; the pantomime equipment has been taken to **Mr Kevin Robinson's** for safe keeping and the rest disposed of.
- j] **Mr Terry Bugden** confirmed that the telephone number and Email address had been corrected immediately after being reported as incorrect.
- k] **Mr Patrick Vaughan** confirmed that the curtain rails and hooks have been replaced at a cost of £460, and the curtains look much better. **Mr Patrick Vaughan** said that he would thank **Mr & Mrs Meaden** and their helpers in writing.
- l] **Mr Patrick Vaughan** confirmed that he had looked at the wooden step ladder which had been reported as dangerous, this has been replaced with an aluminium one, but will not be available for use in the hall until it has been marked as the property of the Long Sutton Village Hall. **Mr Terry Bugden** agreed to undertake this, using his grinding tool.

TREASURERS REPORT as **Mr Richard Agnew** was unable to attend, **Mr Patrick Vaughan** confirmed the financial position as at 18th May 2009 as follows

Lloyds Bank Current A/c £6,800.94p

It was confirmed that only one account is now in operation, the change of banks has been completed.

The expenditure since the last committee meeting shows the following payments were made

Cleaner	£500.00p
Britannia Catering [cleaning materials]	£40.58p
Somerton Furnishings [new curtain rails]	£460.00p

TOTAL £1,000.58p

One March invoice remains unpaid Number 1539 FOLSC £55.00p

Mr Patrick Vaughan added that the forms regarding the Risk Assessment & provision of Smoke Alarms for the Village Hall had been passed to Mr Tony Ellerbeck to be dealt with by the Trustees.

SPORTS CLUBS

[a] CRICKET CLUB

(1) As **Mr Chris Vigor** was unable to attend this meeting, **Mr Patrick Vaughan** confirmed that the police approved padlocks to the small shutters of the sports pavilion to ensure that they are completely secure against vandals have been purchased. **Mr Rodney Long** will be fitting of padlocked steel bar for extra protection across the larger shutter.

(2) **Mr Patrick Vaughan** confirmed that the insurers have refused cover for any fuel stored in the storage building [see E mail dated 27th March 2009 attached in minute book]

NB To cover our position regarding the insurance of the storage building it is recommended that a copy of the Cricket Club's insurance policy to cover the fuel storage tank and contents be attached to the policy held by the Trustees.

- (3) **Mr Patrick Vaughan** said that he would contact **Cdr Richard Sargent** and **Mr Chris Vigar** [the Cricket Club's representative] to fix a date to agree the rental for the cricket field and facilities. It was also agreed that as on occasions the Sports Pavilion has had to be cleaned, at the expense of the Village Hall funds, before it can be let out to other organisations, a clause be inserted that the expense for cleaning of Sports Pavilion if required after use by the Cricket Club, will be charged to the Cricket Club.

[b] FOOTBALL

- (1) **Mr Patrick Vaughan** said that the young footballers coaching group is continuing.
- (2) **Mrs Judy Turner** said that the Ash Rangers football club are very interested to play at our sports field next season. The possibility for obtaining a grant is being explored, as goal posts will be needed. **Mr Patrick Vaughan** added that these can be obtained from the firm in Bridport that he dealt with for the tennis fence netting.

TENNIS COURTS

- [1] **Mr Patrick Vaughan** asked that the monitoring of the courts be continued to see if the work done by cutting down some of the trees solves the moss problem.
- [2] **Mr Patrick Vaughan** asked that the monitoring of the courts and surrounding area regarding growth of weeds be left on the agenda the necessary action will then be taken when required.

FUND RAISING

Mrs Judy Turner said that she has arranged to run a "big breakfast" on Saturday 23rd May from 10.00am to 2.00pm. She has already dealt with advertising this event, in the local newsletter as well as the newspapers, and posters. **Mrs Judy Turner** asked for help on the day as well as raffle prizes. The charge for the breakfast would be £5.

COMMUNITY COUNCIL

Mr Patrick Vaughan said that he had received the reminder to renew the subscription as a member, the information received in their magazines does keep the village halls up dated with procedures etc. The minimum amount being £25 – this was agreed.

CORRESPONDENCE

Mr Patrick Vaughan said that he had received the following

- [1] The Playing Field Newsletter
[2] The Somerset Field Flyer
[3] The S S D C Tourism Information.

Adding if anyone wishes to read them to contact him.

ANY OTHER BUSINESS

- [1] **Mrs Judy Turner** confirmed that the BMX track has been maintained and showed a recent photograph. **Mr Patrick Vaughan** added that, with **Mr Keith Harding** expecting to move away shortly, some one needs to be appointed to over see the weekly safety checks of the sports field and recreation ground facilities.
- [2] **Mr Patrick Vaughan** will write to **Mr Keith Harding** to thank him for the work done in checking the sports field and recreation ground facilities and keeping the records.
- [3] **Mrs Judy Turner** suggested that to ensure that the health and safety checks continue this is included on the next agenda.

APPROVAL SOUGHT OF TRUSTEES None

DATE OF TRUSTEES ANNUAL GENERAL MEETING TUESDAY 3RD JUNE 2009 7.00Ppm

NB A short meeting for the Village Hall Committee to agree & recommend the acceptance of the financial statement to the Trustees will be held @ 6.30pm.

SEE SEPARATE AGENDA

DATE OF NEXT FULL COMMITTEE MEETING THURSDAY 23RD JULY 2009 @ 7.00pm

There being no other business the meeting was formally closed by the Chairman, at 8.25pm.

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