

Haslingfield Village Hall & Pavilion
Wednesday 14th August 2019 at 7.30 pm

Minutes of the Meeting

Present: Ron van der Hoorn (Chairman)(RH), Tony Adcock (Treasurer) (TA), Robert Judge (RJ), Chris Delves (CD), Clive Blower (CB), Terry Baker (TB), Alan Stevens (AS), Brian Gott (BG) & Vicky Crowden (Secretary) (VC) .

1. Apologies were received from: Matt Queen (MQ)

2. Minutes of Meeting on Wednesday 1st May 2019:

- The Minutes were approved. Proposed RH, seconded CB.

3. Matters Arising:

- Agreed to replace all 5 uplighters with white lights at c. £30-40 each. Carried forward. **Action RH**
- VH Wifi parental controls need to be activated. Carried forward. **Action TA**
- VH cleaner must have Public Liability insurance. All employees / volunteers are covered by the PC policy but contractors are not. Copy to be obtained. **Action RH**
- VH cleaner is off sick presently but bookings are quieter over the summer. Monitor.
- Agreement reached with Haslingfield Colts that they will pay a £10 per child contribution towards maintenance costs of the Recreation Ground commencing 2019/20 season. First payment due in September 2019. **Action MQ**

4. Grounds Maintenance

- No specific items raised.

5. Building Maintenance

- Recent drain blockage / overflow was caused by wet wipes being flushed. Better comms required to make sure all parties, including TB, are aware of actions of contractor. Agreed that AS should obtain an extra copy of Recreation gate key and give to TB. **Action AS**
- Review of keys needed, e.g. cricket keys to be returned to CD by Tim Offord. **Action tba**
- VH extension project has been approved and due to commence shortly:
 - lock for temporary access will be transferred from existing main door so that users' keys do not need to be changed
 - Fire safety during the works was discussed (much narrower temporary exit) but it is believed that the appropriate fire doors will still be in place.
 - Little Theatre trunking / cables need to be moved away from the building work.
 - An alternative, basic kitchen (no oven) will be set up elsewhere in the VH whilst the kitchen is out of action.
 - Comms to regular users will be sent by TB now that the schedule is known.
 - Keysafe possibly required for Little Theatre – TA has a surplus unit from the Parish Council that can be re-used
- EON solar panels – meter reading taken on site but no credit received as yet. **Action VC**
- TB advised she is unsure how much to charge for both the Committee Room and also the new meeting room when it is delivered. **Action RH**
- Extra recycling bin for the VH would be helpful. TA will enquire whether there is a spare blue wheelie bin that can be used at the VH. **Action TA**

6. Bookings

- TB advised bookings remain strong.

7. AOB – none raised.

8. Finance

TA presented March -August 2019 figures for the VH as follows (£):

March and April 2019

○ 22/03/19 Cambridge Water	170.87
○ 26/03/19 Camfire	90.00
○ 26/03/19 Anglian Water	298.20
○ 28/03/19 Veolia	111.41
○ 02/04/19 Keith French	40.00
○ 03/04/19 Eon – gas	387.04
○ 04/04/19 Eon – electricity	120.55
○ 15/04/19 Judith Wright	281.51
○ 25/04/19 Easy Hygiene	44.96
○ 29/04/19 Veolia	111.41
TOTAL	1655.95

May and June 2019

○ 07/05/19 Eon – gas	159.24
○ 07/05/19 Eon – electricity	35.97
○ 09/05/19 Cambridge Glass	78.82
○ 21/05/19 PPL/PRS	294.34
○ 28/05/19 Veolia	139.26
○ 29/05/19 Little Rose	140.40
○ 30/05/19 Judith Wright	264.02
○ 03/06/19 Eon – gas	280.90
○ 04/06/19 Eon – electricity	82.82
○ 06/06/19 Devils Dyke – refund	85.00
○ 17/06/19 Ron van der Hoorn – Hoover	111.46
○ 28/06/19 Veolia	111.41
TOTAL	1783.64

July and August 2019

○ 03/07/19 Eon – gas	120.03
○ 04/07/19 Eon – electricity	97.79
○ 09/07/19 Beckett -refund	150.00
○ 15/07/19 Curtis – refund	40.00
○ 22/07/19 Judith Wright	590.22
○ 31/07/19 Veolia	111.41
○ 04/08/19 Eon – gas	29.95
○ 04/08/19 Eon – electricity	25.62
TOTAL	1165.02

9. Date of the next meeting

- This was confirmed as **Wednesday 23rd October 2019 at 7.30 pm**

Vicky Crowden
Secretary

07/08/19