

## BUCKLAND NEWTON VILLAGE HALL COMMITTEE

Minutes of the Committee Meeting held at the Village Hall on 14<sup>th</sup> April 2011 at 8.00 pm

### ATTENDANCE

Nicki Barker [NB] (*in the chair*), Jeremy Collins [JC], Gill Nell [GN], Jan Marpole [JM], Trevor Marpole [TM], Emma Munday [EM], Fran Parker [FP], Ian Scott [IS], Janet Shaw [JS], Sue Sulkin [SS].

- |   | <u>ACTION</u>  |
|---|----------------|
| 1. <u>APOLOGIES</u><br>Gill Nell [GN], Brian Wells [BW]   |                |
| 2. <u>DECLARATION OF INTEREST</u><br>There was no declaration of interest by any member present.  |                |
| 3. <u>APPROVAL OF THE MINUTES OF THE MEETING HELD ON 3<sup>RD</sup> MARCH 2011</u><br>Approval of the Minutes for the meeting held on 3 <sup>rd</sup> March 2011 was proposed by Sue Sulkin, seconded by Trevor Marpole and agreed unanimously by those present at that meeting and signed by the Chair.  |                |
| 4. <u>MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 7<sup>TH</sup> DECEMBER 2010</u><br>i. <u>Fire Safety Report.</u> Deferred to next meeting.<br>ii. <u>Heating System.</u> Clock time needs to be changed (Summer Time) and cover needed for controller.<br>iii. <u>General Repairs.</u> Handle in gents' toilet needs replacing. Cage over boiler flue needs replacing. Curtain hooks have been replaced. | IS<br>TM<br>TM |
| 5. <u>FINANCIAL REPORT</u><br>Sue Sulkin reported as follows:<br><br>HSBC Account: £1,111.47<br>CAF Account: £24,031.00<br><br>£1,000 in CAF account is earmarked for Kitchen Refurbishment (from United Charities). Thanks were extended to Jill Southam for work done in the garden. The garden is now being cared for again by contractors.  |                |
| 6. <u>ITEMS REQUIRING ATTENTION IN THE HALL.</u><br>Possible leak under manhole cover in Car Park. TM to arrange for Martin Perrett to have a look.   | TM             |
| 7. <u>KITCHEN UPGRADE</u><br>Thanks were expressed to Janet Shaw and Sue Sulkin for work done in obtaining quotes. Charlie Gorton had said that he would not price up in detail unless sure of getting the work, but based on   |                |

his original quote and upgraded units, the overall cost would be approximately £5.3K, plus tiling and water heater.

Options from Howdens, Magnets and Simply Kitchens of Sherborne had all been considered. Howdens and Magnet had not given fitting costs. Hygiene Inspector from Environmental Health was to visit on 15<sup>th</sup> April. It was noted that it was important that the flooring should be non-slip. It was suggested that the high-level cupboards should have lift-up doors to avoid injuries. Decisions still had to be made on an extractor unit for the cooker and a separate handwash sink.

It was agreed that:

A further meeting take place with Environmental Health to resolve queries;

Simply Kitchens would be the preferred contractor but an

amended quote would be requested to cover various queries;

A further committee meeting or e-mail conference would decide on flooring;

Hall users would be asked to contribute to the cost.

8. **AOB**

Suggested that a 'decorating day' be held in August. Mark Douglass would be the new Lunch Club representative. Brian Wells would not stand for the Committee at the AGM.

9. **DATE OF NEXT MEETING**

Thursday 9<sup>th</sup> June 2011 at 7.30 pm. AGM 9<sup>th</sup> June 2011 at 8.00 pm.

The meeting closed at 9.07 pm.