

WORLINGTON PARISH COUNCIL

Minutes of the Village Hall Charity Trustee Meeting Thursday 1st December 2022 in the Village Hall at 7.45pm

Charity No: 208949

Councillors present: Cllr Ken Lucas (KL) - Chair, Cllr Lesley Osborne (LO), Cllr Geraldine Ciantar (GC), Cllr Tim French (TF), Cllr Chris Hall (CH) and Cllr Alan Marshall (AM)

Present: Clerk – Joanna Priestley

ITEM

22/12/1 **Apologies for Absence**

Apologies were received from Paula MacKenzie.

22/12/2 **Approval of Minutes**

The minutes of the meeting held on 6th October 2022 were approved and signed by the Chairman.

22/12/3 **Village Hall Accounts/Bank Reconciliation**

The Clerk reported that the bank mandate had been approved by Lloyds to change the signatories and that the account was now up and running.

Current account balance was £5,971.03 (before cheques paid).

22/12/4 **Cleaner/caretaker Update**

KL signed contracts for PM to take on the above role. There were concerns that the job is too time consuming for an unpaid volunteer and has historically been a paid role. LO proposed that this arrangement be reviewed in April 2023. Votes for: 4, votes against: 2. Proposal agreed.

22/12/5 **Update on Bookings and Events**

The Clerk reported that there was a birthday party booked in December, along with the usual weekly fitness class and monthly Community Caravan and Café bookings. It was suggested that the booking diary be made available online so that people could see which dates were available. KL suggested that PM's contact details should be put on the door of the Village Hall and also published in the Pump.

22/12/6 **Village Hall report - Cllr Paula Mackenzie**

The Clerk stated that PM would have her report ready as soon as possible.

22/12/7 **Worlington Café Update – Cllr Lesley Osbourne**

LO reported that Wild Café were pleased with how it was going so far at the Hall and were hoping to continue on a three or six month basis. LO confirmed

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that they are paying fees at £8 per hour which covers the heating and electricity.

TF suggested a review of charges in Feb agenda for VH which was agreed by the Council.

22/12/8 **Wifi at the Hall and update on options**

There was no update. There was a discussion on the benefits versus the costs. JP to check with other parish clerks on their line rental costs. LO suggested sharing WIFI phone line with Cricket Club.

22/12/9 **Repairs**

No update from PM. Further details at Item 11.

22/12/10 **Update on window - Winter Funding Grant**

The Clerk reported that £286.48 had been received from the Winter Response grant. It was agreed that PM would get a quote for the broken window and then another for the rest of the windows and then a further quote for the doors. CH said it was important to get the right type of window. TF asked if it was a safety issue and it was agreed that it was urgent. KL to board up the window and the quotes done as soon as possible thereafter.

22/11/11 **Update on works carried out and outstanding**

CH reported the following:

Flat Roof – this had been inspected and was generally in good condition. all moss, leaves, stones and from hoppers to downpipes cleared. 3 of 4 downpipes also cleared and the upper north side guttering and short downpipe cleared.

Outside - ivy removed from west wall (track side), vent bricks cleared at base of where ivy was and 'SLOW' signs down track repainted.

Safety Alarms - 2 off optical smoke alarms replaced in main room, 1 off heat alarm replaced in kitchen, 1 off carbon dioxide (CO) and an alarm fitted in the boiler room.

Men's Toilets Lighting - 1 off ceiling light replaced with LED type.

Emergency Lights in Main Room – These were not coming on when power cut) - 3 off, replaced back up batteries.

In-Service Inspection & Testing of Electrical Equipment (PAT)

CH had completed this and report was handed to Clerk at the last meeting.

Outstanding works

- Emergency Lights x 3 remaining need checking and testing.
- Asbestos management plan / register needed.
- Timer lag switch for outside lights to be replaced.
- Programmer / thermostat for heating needs replacing and testing.
- Air dryer in ladies' toilet not working. Needs investigating.
- Cooker hood extraction not working. Needs investigating.
- Remaining downpipe needs clearing.

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- Overhanging branches on roof need cutting back on east side.
- Guttering on east side needs clearing.
- Bingo machine needs new Perspex side (missing) and front panels.
- Periodic Inspection & testing of complete electrical installation. CH stated he can quote for this.
- Getting rid of the vermin. AM asked if it would be prudent to employ a vermin expert every so often in conjunction with CH's humane traps and LO suggested we should look at costs at the next meeting.

The Councillors all thanked CH for his diligent work.

22/12/12 Improving the frontage of the Village Hall

CH suggested that the holly trees at the entrance to the car park required thinning as their weight was pushing over the picket fence. It was agreed that separate quotes should be obtained for removal of the holly tree or cutting it down to four feet and another for the repair or replacement of the picket fence. CH agreed to speak with local tree specialists, after which PM should obtain official quotes. TF asked if we would have to wait until the February meeting to agree to these works as by then it may be too late to deal with the tree due to nesting birds. The Clerk explained that an extraordinary meeting could be held in January if quotes are obtained in time.

LO suggested that funding organisations prefer giving grants for large projects and enquired about the path and gravel driveway. It was suggested that she should look into roof replacement as well if funding is available.

22/12/13 Dogs in the Village Hall

CH explained that in the Village Hall's terms and conditions it states that only assistance dogs are permitted in the Hall. Dogs had been seen at the Community Caravan event and, if this is to continue, the terms and conditions need to be updated. The benefits and drawbacks of allowing dogs was discussed and it was proposed that the terms and conditions should be left as they were for now and the situation should be monitored. This was unanimously voted in favour.

Cheques for signing and approval of outstanding invoices

Cheques were approved to pay for the oil tank service and to reimburse CH for the electrical parts required to bring the Village Hall back to a good standard. A further cheque was approved to reimburse Worlington Parish Council for the invoices paid while the bank mandate was being processed.

Meeting Closed 8:45pm.

Signed:

K Lucas

Date: 2nd February 2023