

Minutes of the meeting of the Watton-at-Stone Community Hall Board of Trustees held in the Community Hall on Wednesday 20th June 2000 at 7.45 p.m.

Present: Mr. N. Poulton (Chairman) Mr. I. Knight
Mr. J. Meischke

1 Apologies for absence

Apologies for absence were received from Mr. Stock.

2 Matter arising from meeting held on 8th March 2000

• Fire exit doors - Pavilion

The fire doors have now been repaired and Cornhill Insurance have settled the claim.

• The roller on the sportsfield

Mr. Meischke confirmed that the roller has been secured.

3 Appointment of Trustee

It was agreed that the four Trustees, Mr. Poulton, Mr. Stock, Mr. Meischke and Mr. Knight continue their duties for another year.

4 MPPA - Grant update

Mr. Poulton reported that due to a re-organisation at EHDC the date for the meeting to decide our grant application has been moved from 6th September to 4th October. Mr. Poulton said that he had written to 'Awards for All' asking for another extension to the start date so that the work could begin during the first week of October. During a telephone conversation with them he was advised not to ask for an extension because it could cause the grant to be withdrawn. Mr. Poulton said that he had spoken to EHDC who have agreed that because the work will have been carried-out prior to their meeting on the 4th October, they will accept a letter from the Parish Council stating that if the application is unsuccessful the Parish Council would have sufficient funds to pay for the work themselves over a two year period.

5 MPPA - replacement floodlight

Mr. Meischke reported that he had been in contact with three contractors (including Websters who carry-out the lighting maintenance work for HCC) who had all promised to visit the site, but had failed to do so. Mr. Meischke said that he will be contacting another contractor tomorrow and Mr. Poulton agreed that if necessary he could speak to David Webster (Managing Director of Websters).

6 Floor - Sports Hall

Mr. Meischke reported that a letter had been sent to Mr. Ellis at J & M Contract Flooring Specialists Ltd, Hertford, accepting his offer to "carefully peel up damaged surface layer to flooring, apply contact adhesive and press down firmly", free of charge. To date the work has not been carried-out.

Mr. Meischke to contact Mr. Ellis.

Action: J. Meischke

7 Internal & External decoration of the Community Hall

Mr. Poulton reported that Don Chandler had informed him that he is unable to carry-out any internal painting at the Community Hall. The Clerk reported that Mr. Chandler maybe able to carry-out this work in the early part of next year.

Mr. Poulton agreed to speak to Mr. Chandler about this matter.

Action: N. Poulton

Mr. Poulton said that Mr. Bob Adams is due to carry-out the external decoration works after the EHDC Summer Playscheme finishes in late August. Mr. Adams has however informed Mr. Poulton that because of vandalism that has occurred to the exterior woodwork since his quote of the 23rd September 1999 for £945, he will have to make an additional charge. The vandalism includes burn damage to the gents toilet door, white paint on the meter room door and engraved graffiti on the window frames.

The condition of the rubber window seals was discussed by the Trustees.

It was agreed that a letter be sent to Mr. Adams asking him to send a revised quotation for the external decoration work and in addition asking him to replace any rubber window seals that are broken or coming-out and replace them with silicone sealant.

Action: J. Allsop

8 Insurance claim

Cornhill Insurance have agreed the claim for a replacement window, damaged lock and new hand dryer.

The window has now been replaced and the lock repaired. The hand dryer is on order from Hertford Installations at a cost of £275 plus VAT, including the removal of the old hand dryer and the fitting of a new hand dryer suitable for public areas.

9 Sports & Social Club

Mr. Knight reported that the Sports & Social Club will be holding their AGM on Monday 10th July in the Community Hall.

Mr. Knight said that the Sports & Social Club are experiencing severe problems with the infra structure of the Club which could lead to its closure. The problem is with the separate clubs within the Sports & Social Club not attending regular meetings or liaising with them over important issues.

Mr. Knight has been in contact with Mr. Abel Smith to inform him of the problem. Mr. Abel Smith has said that if the Club were to fold then any plans for the Mill Lane site could be put on hold until the situation resolves itself.

Mr. Knight said that all members of the Sports & Social Club are being informed of the current problems and the difficulties that would occur for the individual clubs if they have to deal directly with the Parish Council regarding the renting of sporting facilities without the "umbrella" of the Sports & Social Club.

It was agreed that an up-date on the Sports & Social Club's AGM be placed on the agenda for the Parish Council meeting to be held on the 19th July under specific items.

10 Summer Play Scheme 2000

Mr. Poulton reported that during the Summer Play Scheme (to be held between the 24th July to 18th August 2000) the organiser will be required to remove their equipment from the Pavilion, each weekend, to allow usage by the Cricket Club. Last year two options for the storage of the playscheme equipment were suggested.

1. All items to be stored in the Parish Council room.
2. A key to the Main Hall be issued to the playscheme organisers so that they can store their equipment in the internal cupboard.

The Trustees adopted option 2, however problems occurred as the floor was left in a dirty state for users of the Main Hall and numerous complaints were received

After discussion it was agreed that the Summer Play Scheme leaders store their equipment in the Parish Council room from Friday evening to Monday morning and clean and tidy the Pavilion ready for use by the Cricket Club. The Summer Play Scheme organisers will not be given a key to the Parish Council room. It was agreed that Don Chandler be asked to supervise the work.

Action: N. Poulton

Mr. Meischke will draw up a rota for the weekly inspection of the building whilst the playscheme is in action.

Action: J. Meischke

11 Any other business

Mr. Poulton reported that Fire Protection Services will be carrying-out their annual inspection of the fire equipment in the Community Hall on the 27th June 2000.

The meeting closed at 8.20 p.m.