

## Minutes of the meeting of the Watton-at-Stone Community Hall Board of Trustees held in the Community Hall on Tuesday 12<sup>th</sup> November 2002 at 7.30 p.m.

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

### 1 Apologies for absence

None.

### 2 Declaration of interest

Mr. Meischke declared a personal interest in item 4, Multi-purpose Play Area (on page 1 of these minutes) because he owns Watton Service Station, which is one of the companies that has provided a quotation for the repair work to the MPPA fencing. Mr. Meischke will therefore leave the meeting when the item is discussed.

### 3 Minutes of meeting held on 10<sup>th</sup> September 2002

The minutes were accepted and signed as a true record at the Parish Council meeting held on 9<sup>th</sup> October 2002.

### 4 Review of actions

- **Multi-purpose Play Area**

Because Watton Service Station had quoted to carry-out the repair works to the MPPA fencing, Mr. Meischke left the room while this item was discussed.

Mr. Poulton said that two quotations had been received for the repair to the kicker boards and the tensioning of the perimeter wire-fencing. One for £305 plus VAT and the other (a verbal quotation) for £150 plus VAT.

**Recommendation:**

The Parish Council accepts the lower quotation.

- **Cutting back of the branch at the MPPA**

Mr. Meischke said that the sportsfield is too wet to allow a cherry picker onto it.

- **Internal decoration work of large changing rooms and corridor**

Mr. Poulton said we had received the following quotations for decorating the large changing rooms and corridor.

- |                                 |               |
|---------------------------------|---------------|
| • M. Taylor                     | £350          |
| • The Devine Decorating Company | £385 plus VAT |

**Recommendation:**

The Parish Council accepts the lower quotation.

### 5 Storm Damage

During the recent storm, a large branch of the Oak tree on the sportsfield broke away from its trunk and was left lodged up in the tree. Because of the potential danger, a tree surgeon was called out immediately to remove the branch. In addition, some of the roof tiles were broken; David Bunyan has now repaired these.

**Recommendation:**

The Parish Council submit a claim to Cornhill Insurance for all the damage done during the storm (i.e. repair to the roof tiles and damage to the Oak tree).

**Action: J. Allsop**

### 6 Boiler and showers

Mr. Meischke said that Turners had now de-scaled the pipe-work to the shower system.

Because the exiting shower heads have been damaged by hirers trying to improve the flow of water by enlarging the holes, Turners have been instructed to fit 12 new ones at a cost of £12 per showerhead plus a total fitting-charge of £200 plus VAT.

Now that the flow of hot water has been improved, it has become apparent that the external toilets and the toilets adjacent to the changing rooms do not have a blender in the system. This means that very hot water is discharged at high pressure, which could cause burns. The cost of installing blenders is £75 per basin.

**Recommendation:**

The Parish Council instructs Turners to install blenders in the two hand-basins in the toilets adjacent to the changing rooms and that the hot water supply to the hand-basins in the external toilets be cut off.

**7 Guttering**

Mr. Meischke said that Mr. Bunyan has had to carry-out repair work to the guttering.

Mr. Poulton and Mr. Meischke have been advised by Mr. Bunyan that we should not install a snow guard to the guttering. Tennis balls etc. can get between the snow guard and the guttering, causing it to be blocked.

**Recommendation:**

The Parish Council leave the guttering as it is for the time being.

**8 MPPA**

This item was discussed under item 4, review of actions (on page 1 of these minutes).

**9 Lighting**

Mr. Meischke said that all the work to the Community Hall lighting has now been completed and is working satisfactorily.

**10 Fire Alarm**

Mr. Meischke said that there is a fault with the Community Hall fire alarm, which is activating intermittently. Therefore, the fuse to the fire alarm has been removed to disable the system. He has been in contact with MD Electrical, the only company he found that could repair the system. They have verbally quoted £155 plus VAT to repair the system, although this would involve a delay of approximately three weeks. If a new electronic board is installed to repair the fault, it could be fitted immediately and would cost £177 plus VAT. Because of the health and safety issues involved, Mr. Meischke has already instructed MD Electrical to proceed with the work (which will be done within the next few days).

The Community Hall Trustees all agreed with the action taken by Mr. Meischke.

**11 Any other business****• Main Hall flooring**

Mr. Poulton said that Mr. Stock had drawn his attention to marks that had appeared on the floor of the Main Hall. The Trustees inspected the floor and noted several large scuff marks at right angles to each other. It was agreed that they very probably caused by some form of support used under a bouncy castle that was erected during a recent hiring

**• The meeting closed at 8.04 p.m.****• The date for the next Community Hall Trustees meeting is 11<sup>th</sup> February 2003.**