

DRAFT

**MINUTES OF THE MEETING OF THE ANNUAL GENERAL MEETING OF THE
VISCOUNTESS BARRINGTON'S MEMORIAL HALL AND RECREATION GROUND TRUST
HELD IN THE MEMORIAL HALL, SHRIVENHAM ON TUESDAY 6TH MAY 2008**

PRESENT:

Councillor Mrs S Day (Chairman)
Councillor C Holman
Councillor Mrs P Mullin
Councillor S Howell
Councillor G Tidmarsh
Councillor B Watson
Councillors R Bartle, K Downton

In attendance Mr D Pratt

APOLOGIES: Councillor Mrs C Dawson, Councillor P Saunders
Councillor S Spencer (Chairman)

902 APPOINTMENT OF CHAIRMAN

On the proposition of Cllr Howell, seconded by Cllr Tidmarsh, Cllr Mrs Day was unanimously elected.

903 APPOINTMENT OF VICE CHAIRMAN

On the proposition of Cllr Tidmarsh, seconded by Cllr Bartle, Cllr Watson was unanimously elected.

904 MINUTES OF THE PREVIOUS MEETING

The minutes of the Meeting of 7th April were approved and signed.

905 MATTERS ARISING

896/892 Football Club and Litter. It was reported by Cllr Holman there had been a good turnout of Trustees to collect rubbish recently and he was pleased to say that apart from paper and bottles, no needles had been found. He also reported that the ditch beside the Football Pitch was full of rubbish and this should be looked at in the future.

906 ACCOUNTS

Cheques paid in April and for payment in May were approved with the addition of

Steele Davis	December	Roof Repairs	268.78	1634
J P Larkin	March	PAT and fire alarm	63.70	1635
Barron Heating Ltd	April	Caretaker's Flat Heating System	352.50	1636
J Brady	April	Launder Tablecloths	50.00	1637
Portwell Press	April	Invoice pads	73.44	1638
M E Perkins	April	Leaded window repair	425.00	1639
Henley Theatre Services	April	Stage lighting	2274.80	1640
Goodman Plumbing & Heating	April	Plumb shower caretaker's flat	235.00	1641
SPC	April	Admin contribution 07/08	2565.75	1642
SPC	April	Recharge for caretaker's pay	1075.33	1643
J P Larkin	March	PAT and fire alarm (balance)	123.54	1644
S Howell	April	Website reimbursement	79.34	1645
SPC	April	Re-allocation of allotment rents	80.00	1646

The Chairman sought members' advice regarding the payment of the Steele Davis bill. She explained that a bill of £199 had previously been paid but the work had not been satisfactory. A second visit had been required and it now appeared that the roof had been satisfactorily repaired. The Trust had deducted £199 from the bill for the previous work but she was sure Steele Davis would query the amount. Cllr Watson proposed that the Trust seek a fuller justification for the bill and volunteered to

inspect the roof during the next heavy rainstorm. Cllr Bartle was concerned that as these had been the only builders to respond to the problem, the Trust should proceed with caution.

907 DRAFT INCOME AND EXPENDITURE ACCOUNTS.

These were presented by the Chairman and approved by the Trustees, unaudited, for presentation at the Annual Parish Assembly.

908 DOG POLICY

The Trustees discussed this matter at length. Trustees could be liable should prosecutions be brought regarding uncontrolled dogs and dog fouling. The Chairman suggested that the Trust adopt a "Dogs on Leads" policy and that offending dog owners should be named and shamed, hopefully by the more responsible Dog owners.. The Secretary was unsure whether the existing Bye Laws would cover this and suggested that he contact OALC who had previously provided guidance. Cllr Tidmarsh pointed out that other Parish Councils had similar problems and that one Council had reported that notices had been torn down. Cllr Howell proposed that when signs were erected, Parishioners should be alerted via the Web site and the "News". Cllr Holman proposed and it was accepted that signs be ordered for Dogs on Leads Only.

909 WEBSITE

The Chairman drew ticket No 3 (Robert Morrison) as the winner of the draw. During the first month there had been 1100 visits to the site from 25 countries and this number was increasing each week. The pre-school had already received an enquiry from Chile. Sales of advertising to date were £140. Cllr Howell requested that Trustees ensure that the site is kept up to date by sending in as much information as possible.

MEMORIAL HALL MATTERS

910 SAFETY INSPECTIONS

It was agreed that Councillors Bartle and Watson would carry out a risk assessment for the Hall and Recreation Ground. The Secretary reported that a complaint had been received regarding the lack of lighting at the foot of the slope by the main door. He was instructed to find prices to rectify this situation. The Chairman reported that Staff training for the safe discharge of fire extinguishers would be carried out by Mr D Day.

Cllr Bartle brought Trustees attention to the lack of a fire escape from the office. He proposed the Trust purchase a steel rope ladder, similar to that in the flat. The Trustees agreed to this action.

911 BICYCLE RACKS

The Trustees looked at and discussed three more types but were not impressed with any of the designs. Cllr Bartle suggested that concrete slabs with wheel groves would be less unsightly. Cllr Tidmarsh proposed that local businesses such as Bunces, Beckett Engineering and Ross Muir be approached to see if they would be interested to provide racks.

912 MUGA

There had been no further progress regarding the floodlighting and the Chairman and Secretary will attempt to find information regarding supply and connection.

AOB

913 RECREATION GROUND EXTENSION

Cllr Tidmarsh enquired about the latest situation regarding the possible extension. the Secretary replied that Cllr Spencer had attempted to contact Webb Paton but that Mr Paton was on sick leave. His locum was not fully aware of the situation and members agreed that Cllr Spencer be requested to continue to lead this project. Cllr Holman proposed and it was agreed that letters of appreciation be sent to both the retiring chairmen of the Trust and the Council.

914 MANOR LANE ENTRANCE

Cllr Tidmarsh drew Trustees' attention to the situation of the fence and non-appearance of the original gates. The Chairman informed Trustees that a picket fence would replace the old barbed wire fence and that the green mesh fencing would be repaired. Mr Muir and Mr Gay would be approached regarding the erection of the gates.

915 CHAIR TROLLEY

Cllr Howell requested that a second chair trolley be purchased in order to speed up the setting out and collection of the Hall chairs. The Trustees agreed.

The meeting closed at 10.15.