

D R A F T

**MINUTES OF THE MEETING OF THE
VISCOUNTESS BARRINGTON'S MEMORIAL HALL AND RECREATION GROUND TRUST
HELD IN THE MEMORIAL HALL, SHRIVENHAM ON MONDAY 1st SEPTEMBER 2008**

PRESENT: Councillors R Bartle
Councillor Mrs C Dawson
Councillor Mrs S Day (Chairman)
Councillor C Holman
Councillor S Howell
Councillor Mrs P Mullin
Councillor S Spencer
Councillor G Tidmarsh
Councillor B Watson

In attendance Mr D Pratt

APOLOGIES: Cllrs K Downton, P Saunders

939 MINUTES OF THE PREVIOUS MEETING

The minutes of the Meeting of 7th July were approved and signed,

940 MATTERS ARISING

929/919 Cigarette Bins. The Chairman confirmed that the bin to the rear of the Hall is to be re-sited on the pillar to the left of the door.

929/922 Window coverings. The Chairman had bought curtains for the storeroom at a cost of £20. However, blinds for the loggia were proving more difficult and it would seem that a blind design similar to those in the Large Hall would be most suitable.

929/924 Cycle Racks. The Secretary reported that the cycle racks were in transit.

929/925 Car Park. Cllr Watson, in reply to a question regarding the bumps in the car park, said that he had agreed a day rate of £350, with the Carlton Contracting and that he proposed the Trust pursue this cost with either the contractor or Dean Spencer. He would have a look at the original specification particularly as the suppliers stated that there was no sand layer under the membrane which in their opinion would cause the bulging. Cllr Spencer agreed and said that the Trust must find out where the fault lies and not pay Carlton contracting until it was agreed who should bear the responsibility.

931 Electrical Tests. Having gone out to tender for the Periodic Electric Test, the Chairman and Vice-Chairman had agreed on Austin Electricals.

932 Footpath across the Recreation Ground. The Chairman was prepared to talk to the Head Teacher and to lobby the county councillor with regard to the provision of a pedestrian crossing on Highworth road. The Chairman would also meet with the local CPSO to ascertain where and when the speeding fines were issued on Highworth road. Cllr Holman proposed that the speeding episode be publicised in the News.

933 Website The Secretary reported that a standing order to pay the designer had been set up.

935 Fire Doors. Cllr Holman volunteered to look at the Hall doors regarding fitting with smoke strips.

941 ACCOUNTS

Cheques paid in July and August and for payment in September were approved.

942 CHAIRMANS ANNOUNCEMENTS

There were none.

943 COIF

The Chairman had studied the COIF Management Fund with regard to transferring the reserve funds from Bank of Ireland to COIF. In her opinion as the management funds were reliant on the stock market and the rate of interest was only slightly more than the Bank of Ireland, she recommended that the reserve funds stay with the Bank of Ireland. **The Trustees accepted the recommendation and will review the situation in twelve months.**

944 WEBSITE

Cllr Howell reported an increase of 25% in the number of visits to the site. There have been several advertisement sales from the stand at the Fete and he was working on a draft booking system for the Hall. The total advertisement sales to date are £250. Once again he reminded Trustees that all updates should be sent to him as soon as available.

945 VAT ON SERVICES

Cllr Holman had researched this subject and found it was a grey area. He had downloaded two other Parish Councils discussions and it would appear that there was insufficient service sales to warrant registering for VAT. **He hoped to interview our MP at the end of the month on his visit to Shrivensham.**

946 CCLA

The Secretary had received a letter from CCLA requesting that all Trustees sign the mandate form as a precaution against money laundering. All those Trustees present signed the appropriate form.

947 HEALTH AND SAFETY SUB COMMITTEE

The Trustees accepted with thanks the report of the sub-committee.

948 ROOF REPAIRS

Cllr Watson had been unable to contact Steele Davis and while he suspected it could be the flashings, he believed we should have a qualified roof contractor to look at the problem. Trustees were asked to inform the Secretary of any roofing contractors they were aware of. Since the meeting, the Chairman has met with a contractor who had identified the problem.

949 HALL LIGHTING

The Chairman had researched light globe suppliers and had found that only smaller globes were available. This would require a complete change. Cllr Watson recommended that the whole Hall lighting system be looked at with a view to enhancing the roof. This would provide a better hall ambience but the cost would be substantial. He but he felt it would be a good idea to ask a lighting designer to provide a scheme that was sympathetic to the hall. Cllr Tidmarsh hoped that the scheme could be done in stages to enable costs to be spread over a number of years. Cllr Holman hoped that there would be an emphasis on low energy bulbs and wondered whether there could be grants for this type of change. The Chairman wondered whether the current lighting flexes were safe. Cllr Spencer stated that in his opinion there were two issues. Firstly the present lighting does not do justice to the Hall and secondly there was a need for different light levels for different types of functions. Bearing in mind how difficult it was to change the Hall light bulbs, he felt that any scheme should be easy to maintain. Cllr Watson agree with the points that had been made and proposed that he would consult with a lighting designer and hopefully produce a scheme for the next meeting.

950 PORTABLE BAR

The Chairman pointed out that whenever the bar fitment was taken from the Barrington Room to the Small Hall the floor was damaged. She had looked on the internet and found a fitment which folded down into a suitcase size. The cost was in the region of £2,900. Cllr Tidmarsh said that if Hall clients needed a bar, then a bar should be hired in at their expense. A suggestion was put forward regarding installing castors on the existing bar but the Secretary pointed out that the bar was extremely heavy and difficult to manoeuvre through the Barrington Room door. Trustees agreed that all bookings outside the cricket season should have the Barrington Room included in the hire costs and that the existing bar should not be moved from its current position.

RECREATION GROUND MATTERS

951 FLOOD LIGHTING FOR THE MUGA

The Chairman reported that two estimates had been received, one for approximately £27,000 and one from SEC for £8537 but not including electrical connections. Cllr Tidmarsh wondered if grants were available whilst Cllr Dawson questioned the necessity. The Chairman agreed stating it was a large amount of money to benefit a few. Cllr Tidmarsh reminded Trustees that the floodlighting was to encourage young people to use this area instead of other parts of the village. Cllr Watson was concerned about light pollution and Cllr Howell proposed that a full quote be obtained before seeking any grant aid. **Cllr Watson agreed to contact SEC for an updated quote to include electricity supply.**

952 MANOR LANE ENTRANCE

The Chairman reminded members that this entrance was in a rough state. Nettles had grown out from the wall and killed a number of trees. She, together with Cllr Watson, had met with Mr Muir and had agreed that there was no point in re-establishing the gates without first tidying up the area. They had looked at moving the spoil mound and using it to grade the whole area. Cllr Watson agreed, stating the area was a complete mess and the Trust should take the opportunity to do a thorough job.

The Chairman had also met with the District Council arborist and the conclusion was that certain trees needed to be felled and replaced, and that the whole area from the gate to the Football Ground needed attention. The quote for grading and moving the mound was £432 and the quote for flailing the vegetation was £150, felling the trees £420. Cllr Spencer said the mound had become a feature, particularly for BMX bikers and Cllr Howell agreed, stating he hoped the mound would be kept. Cllr Spencer added that the nettle growth was an advantage to Manor Close residents as it kept people away from their properties. Cllr Howell proposed that no decision be made until the trees had been felled. The Chairman did not agree with this as this work was urgent and she felt it was better to carry it out in one package. Cllr Spencer enquired whether a position for the gate had been fixed and Cllr Watson replied that the position was closer to the road but leaving sufficient space for vehicles to leave Manor Lane and park in front of the gates before opening them. The Chairman believed the best time to carry out this work was in September or October for grass seed to be sown. Cllr Watson added that the area was impossible to maintain properly as it is and that removing weeds and grading the area would open it up. Cllr Tidmarsh agreed and proposed that the Trust accept the estimates collected by the Chairman. Cllr Mrs Dawson was not sure whether the spoil mound was going to be maintained whilst Cllr Spencer suggested that the area to the north of the Football Club be looked at as he felt there was sufficient space there to allow better walking conditions. He also wondered if a consultation should be made with the Village Plan Group.

953 FOOTBALL CLUB RELATIONSHIP

The Chairman had spoken to Ms Clinch, Secretary to the Football Club explaining there had been a number of complaints about noise and requesting a meeting with the Chairman and Presidents. She reminded the Trustees that the complaints had been about loud music, bad language, parking on the Recreation Ground and non-payment of rent. To date there had not been a reply from the Club and they had failed to fill in the potholes on the approach track. Cllr Holman proposed that the Club be given written notice and pointed out that very few of the first team members were from Shrivenham. Cllr Spencer did not believe that this point made a difference as the team was extremely successful. Cllr Holman stated that this did not excuse their behaviour or the lack of reply. After some long discussion, the Trustees resolved to instruct their solicitor to write to the Club stating that the lease was up for renewal on 23rd November and that they were in breach of the lease **and the Trustees were minded to renegotiate the lease. The Trustees instructed the Secretary to write to Mr Lloyd informing him of their actions.**

ANY OTHER BUSINESS

954 Charity Concert.

A letter had been received from Forget Me-Not charity asking for a reduction in the Hall rental fro their concert in aid of their charity. The Trustees agreed to their proposal.

955 Recreation Ground Extension Committee

Cllr Spencer proposed that a letter of thanks be sent to all members of that Committee informing them that the project was terminated.

956 Picture Hanging

Cllr Holman drew Trustees attention to the fact that the pictures originally hanging in the small hall have not been replaced. He proposed that this matter be given some thought and discussed at the next meeting.

The Meeting closed at 10.25 pm