

D R A F T

**MINUTES OF THE MEETING OF THE VISCONTES BARRINGTON'S MEMORIAL HALL AND
RECREATION GROUND TRUST
HELD IN THE MEMORIAL HALL, SHRIVENHAM
ON MONDAY 6th July 2009**

PRESENT: Councillor R Bartle
Councillor P Saunders
Councillor Mrs S Day (Chairman)
Councillor K Downton
Councillor S Howell
Councillor Mrs P Mullin
Councillor C Holman
Councillor B Watson
Councillor S Spencer

In attendance Mrs S Thacker-Pugsley Asst. Secretary to the Trust

Apologies: Councillors Mrs C Dawson and G Tidmarsh

1059 MINUTES OF THE PREVIOUS MEETING

Minute no. 1056. Cllr Howell wishes the minute to read that any Declaration of Interest for this item was requested with no declarations. The minutes of the Meeting of 1st June 2009 were amended, approved and signed.

1060 MATTERS ARISING

1046/1036/1024/1019/1009/995/985/973/958/940/935 The Fire Doors: The Asst. Secretary confirmed receipt of the carpenter's estimate for remedial work amounting to £485.00. It was agreed that this should be deferred until the September meeting. The Secretary will chase up Audley Miller about replacing some of the doors.

1046/1036/1024/1019/1009/1000 Shrivenham Book. The Scouts informed the Asst. Secretary that they were not able to sell the books at the music and fireworks as they had not had permission from the Defence Academy, and that is was not appropriate at such an event. Trustee Mrs Dawson had e-mailed the office saying she would try to produce a poster prior to her holiday.

1046/1040 Football Club: The Club Chairman contacted the office saying there are removable barriers placed at each end of the fence, and there is also a removable post at the start of the lane to allow for large vehicles to enter the Rec. Also the rear of the turning circle is also removable. Trustee Howell had tested mechanism with out success. This needs further investigation.

1055 Car Park: Cllr Watson believed that the lumps in the car park were due the expansion of the grid due to extremely warm weather. He had removed a protruding part of the car park grid on the grounds of health and safety. He proposed organising a working party to lift the other grid sections that have moved, dig out the gravel, replace the grid and gravel.

1057 PROSCENIUM ARCH: Cllr Watson apologise that he had not had time to inspect the arch and would do so soon.

1061 ACCOUNTS

Cheques paid in June and for payment were approved.

1062 CHAIRMAN'S ANNOUNCEMENTS: There were none

1063 GARAGE: The Garage is currently used by the Parish Council to store equipment for the Village Handyman. The District Council has recently brought in a Council Tax charge for the building and the Parish Council is not paying a rental. The Chairman proposed that the cost of Council Tax, Insurance and Maintenance be passed to the Council in the form of an annual rent. Cllr Spencer suggested enquiries be made to ascertain if the Council owned the building whether Council Tax would be levied. *On the Secretaries return from leave, he confirmed that enquiries had been made and that whoever owned this building would be liable to Council Tax as it does not qualify as a Public Building.*

1064 CRICKET CLUB LEASE: The Chairman of the Shrivenham Cricket Club had contacted the office informing us that they are currently applying for a grant towards a new roller. Part of the grant procedure included written evidence that the Cricket Club would have permission to use the ground for many years to come. The present 25 year lease has expired. The Chairman proposed to write to the Cricket Club giving them the permission requested and that the lease be renewed.

1065 STAFF MATTERS: A letter had been received from the Supervisor of the Hall Mrs Trudi Twitchen. On a couple of occasions during the past month the Hall had been left open. Trudi was unaware of any hirer booking the hall on those occasions and can only assume that someone with a key had entered the building for some reason and left without securing the Hall. As a consequence, Trudi now feels obliged to double check the doors are locked each night. The Chairman had spoken to Trudi who had compiled a list of at least 20 people who possess their own keys for the Hall. At present not all these key holders make themselves know to her prior to coming into the Hall. This has a number of security and health and safety issues as well as encroaching on Trudi's free time. The Trustees agreed that this was unacceptable. The Chairman suggested that an entry system for the hall and personal telephone system for Trudi's entrance may be a solution and undertook, with Trudi, to research various options over the summer and report back at the next meeting. In the meantime a letter will be sent to the keyholders asking them as a matter of courtesy to contact Trudi prior to their visit.

1066 KITCHEN EQUIPMENT: The present fridge freezer is very old and the freezer part is very rarely used. The Chairman, in conversation with one of the regular caterers, confirmed that a larger fridge would be a huge improvement. The cost would be around £400. It was proposed by Cllr Holman, seconded by Cllr Saunders and it was **resolved** to leave the Chairman to procure a new fridge.

1067 WIFI: The Chairman asked if it would be a good idea to provide our hirers with a WiFi connection. Initially it was felt this would cause security problems but it was suggested it could be separate to our present office WiFi connection. Cllr Howell agreed to look into the matter on his return from holiday.

1068 HALL PICTURES: The Chairman had investigated the costs involved to have the A3 size photos printed and framed £10 each. This seemed quite a high cost. Cllr Holman has a contact who may be able to provide the photos at a more competitive rate and undertook to investigate.

1069 HALL LIGHTING: Cllr Watson suggested the Trustees meet at a mutually agreed time to see lights and discuss various issues.

1070 HALL ROOF: The final invoice from Paul Morse the roofing contractor has been received. The total repair costs were 21,381.98. It was agreed to ask the Parish Council to grant money to cover these costs as it was a duty of the Parish Council to look after the Memorial Hall as it is one of the most important assets of the village.

ANY OTHER BUSINESS

1071 COMPLAINTS: Cllr Howell had received a number of complaints about a recent party where at 12.30am fireworks had been set off in the Recreation ground. The hirers had not sought permission to use fireworks and the Trust have in the past refused such requests, Fireworks are not covered under the present insurance policy. It was suggested that the terms and conditions should reflect this and it was agreed to alter them accordingly.

The meeting closed at 10.02pm.