

MINUTES OF THE ROADWATER VILLAGE TRUST MANAGEMENT COMMITTEE MEETING HELD AT THE VILLAGE HALL ON MONDAY 29th APRIL 2013 AT 8.00 pm

PRESENT: Edward Townsend, Mary Coles, Christine Harris, Anne Foster, Sarah Wetheridge, Ginnette Bowyer, Mo Best, Rob Wilson, Julia Eggar, Brian Chinn, Moira Lea, Rosmarie Nettleton

APOLOGIES: Paul Richards, Jackie Heard, Steve Eggar, Gemma Bush, Christos Yianni, David Geary, Debbie Dennis

3. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting (04/03/13) were approved as a correct record

4. MATTERS ARISING

4.1 Hall Maintenance and Safety Work

4.1.1 General maintenance

Richard Atkinson had fixed the coat hooks in the passageway. Julia Eggar had purchased a new mirror but it had been decided not to fix the mirror to the wall so that it could be moved and rehung where required. The drawers in the kitchen were in need of repair RA to be asked if he could do this.

4.1.2 Cracks in East Wall

Steve Eggar's recent readings were circulated which showed that the wall crack had widened fractionally, however more readings were required to draw any conclusion and the monitoring would continue. **SE**

4.1.3 Surface water drainage from Mount Lane

The Chairman reported that he had contacted the Highways and received an email informing him that the CCTV survey had been carried out at the end of March. The report should take about 6 weeks to be prepared and would be forwarded on to the Trust. ET to chase if necessary. **ET**

4.1.4 Heating & Boiler

Sarah Wetheridge extended an apology to any groups that had been inconvenienced by the boiler problems which were outside the control of the Committee. ET thanked SW, SE and JE for the hard and dirty work cleaning and raking the pellet store in readiness for the new delivery. Optimum had since sent 3 men for one day to fit the new device which should collect the dust between the store and the boiler to, hopefully, negate the necessity of this chore again. Whilst the men had been present they had serviced the boiler, which hadn't been requested. ET had pointed this out and there had been no charge for the service. Rosmarie Nettleton enquired whether we had been warned about the possible snag at installation. SW replied that we were aware that dusty pellets could cause this and although we had ordered from a recommended supplier and there was no damp present in the store it had still occurred. The new equipment (which hadn't been available originally) was fitted to cure this and any ongoing problems would be monitored and passed on to Simon Boorer at Optimum. ET speculated whether there maybe any money available from the original funding to assist in payment for this unexpected extra cost, he would investigate. SW reported that help was needed to undertake simple housekeeping tasks such as emptying the ash pan regularly, volunteers from the Committee or outside were sought. **ET/SE**

4.1.5 New steps in front of Hall

ET said that the replacement of the steps was becoming a major issue – Rob Wilson and Steve Eggar said there was no danger of the steps collapsing at present. It was agreed that it was important to investigate all possible types and get a consensus of opinion from local residents as to their opinion – a stone, metal or wooden structure. Quotes to date were:

Stone structure – Jeremy £5850 + VAT + structural engineer's report

Wood with steel spindles – Tom Bishop £2850 and £700 + VAT for steel spindles

Metal staircase – (this had been investigated by DD) estimate from Tom Harral - £3500 + VAT, incorporating features used in the rail and spindles outside the front door of the hall.

RW added that if there was any fault in the drain that had caused the collapse then maybe compensation could be requested. However, nothing could be done until the drains problem was resolved.

ET extended thanks to David Geary for obtaining quotes etc.

DG/ET

4.1.6 Dog fouling signs in front of Hall

Ginnette Bowyer had not been able to contact the Dog Warden re possible signs but would continue with this. MC had picked up some fouling recently in exactly the same place as before and it was felt it may be necessary to put up a warning that photographic evidence would be sought and prosecution inacted if this did not cease.

GB

4.2 Recreation Ground

4.2.1 Totem Pole

Mo Best reported that the Totem Pole had been sited permanently. It was laid horizontally on concreted-in metal struts and grass seed scattered. This had just been completed by Kyle Roberts at a cost of £384, within the £400 budget. MB was thanked for finally laying the pole to rest!

4.2.2 Existing Play Equipment - See saw

Apparently there was more damage to the slide than initially thought and it was decided to ask Neil Gregory if he could remove it with his mini-digger. MC thought that the scrap value would hopefully compensate for any work undertaken.

MC

4.2.3 Trees on Environment Agency Land

MC had passed on the plans of the recreation ground to ET and he agreed that it was extremely difficult to define the EA land from them. Some members were worried about taking on the responsibility of this land with the riparian ownership obligation. MC had not heard further from Kevin Coombes and would email again to warn that we may have to cut down the trees on the edge of their ground as they could constitute a danger to those on the recreation ground.

MC

4.3 Improvements Phase 3 - New Playground Equipment

Mary Coles and Andy Swallow had met again with Darren Moore, rep for Playdale Equipment and received a possible plan for a newly designed playground. Andy had been disappointed because no grant funding help had been offered. The total cost was £33,000 + VAT however it wasn't the original intention to have all the equipment suggested, each item was individually price to accommodate this. The budget had been agreed at around £15,000. MC & SW were to display the plan at the next Big Breakfast and ask for comments from adults and children.

MC /SW

4.4 New Purchases

JE had purchased a full length mirror for the Committee Room see item 4.1.1. MC suggested the possible purchase of back-up heaters similar to those lent by individuals when the heating had been 'down'. These could be stored downstairs for an emergency situation. JE to be asked to investigate prices.

JE

4.5 Broadband System

Due to pressure of work SE had been unable to seek costings to date but would progress with this. Recent events had shown that internet access to the boiler would make the responsibility much less onerous. Anyone who could offer assistance with weekly setting of the clock etc would be welcomed.

SE

4.6 Hallmark Award

The presentation of the shield had taken place with ET, SW and CH present. Hallmark 3 – SW had read through the criteria and was sure it would not be difficult to obtain this award. SW & MC to meet with reference to this, speak to members who may need to be involved and then complete the paperwork.

SW/MC

4.7 Bank interest options

Ongoing.

DD

4.9 Lighting – Roadwater Players

An email had been received by MC from Christos Yianni (who was unable to attend the meeting) in response to last meeting's query about hard wiring and the validity of John Wilkins' electrical certificate. He had received an assurance from Dave Walder that no work involving hard wiring had been undertaken by him, therefore the certificate had not been invalidated. SE was still querying the A56 (PAT) testing of the lighting and the H&S requirement for all metal fittings to be earthed and all lights to have sufficient safety chains. It was necessary for all equipment brought into the hall to be A56 tested (eg kettles, leads etc). Moira Lea to check with the Quilters and other users to do likewise. RW added that the Trust insurance would be nullified if an accident occurred with these measures not in place. **All**

Quote from CY's email - "With regard to the default setting on the lighting, the incompatibility between the main desk (as used by the players) and the general purpose console cannot be overcome without tweaking all sorts of settings every time we switch between the two. I suspect we can purchase a compatible desk with less features than the player's model and simply replace the general purpose one. However, if the Mineral Line is to run less events we can probably continue with the current setup provided a couple of other people know how to make the necessary tweaks (me and Steve?) when switching from the main desk to the general purpose one. All in all, not an entirely satisfactory setup!" This to be discussed at a future meeting. **CY/SE**

4.10 Local Flood Alert Plan

See item 6 & 7.

5. REPORTS

5.1 TREASURER

The Treasurer's report was as follows -

Balance at 04/03/13

Cash and Bank Accounts

CAF	19,074.88
Current	3583.24
Petty Cash	<u>28.27</u>
Total	<u>£22,686.39</u>

5.2 FUND RAISERS

Chris Harris reported on recent fund raising activities for the playground equipment

£142 Tea Party – very well received as a social event and fund raiser

£320.15 Easter Bingo

The total raised so far this year was £1319.65

An excellent total.

The Race Night had been rescheduled for October. (New date 18th October)

5.3 COMMUNITY CINEMA

ET informed members that it was running well both financially and socially. **CY/ET**

5.4 BUSINESS PLAN

ET & SW had asked MC, since the previous meeting, to circulate the revised Business Plan for comments, none had been received. MC couldn't remember if she had circulated it – although it would have been about the time that she went to New Zealand. She would check her emails and resend for members' observations. **ET/SW/DG**

5.5 FETE

MC reported that Plans were going forward but extra help and ideas were always needed. Next meeting

to be held on 13th May.

6. CORRESPONDENCE

There was no correspondence to discuss.

7. PATHWAY TO WATERSMEET

MC suggested the possibility of a footway being established from the side of the car park to the Watersmeet gateway. This was a safer route for pedestrians from the shop to the Mineral Line and the present 'ad hoc' walkway became very muddy in wet weather. It may also need to be used if there was to be a store and shed in the vicinity of the recreation ground. It was considered that the best material for a path would be a type of plastic trackway that could be mown across. MC to find out costings for this. **MC**

8. POSSIBLE SAND STORE AND SMALL SHED FOR FLOOD PLAN EQUIPMENT

Teresa Bridgeman was in the process of setting up a Flood Plan for Roadwater and bidding for possible funds to build a sandstore and small shed for equipment that might possibly be required in the event of severe flooding. MC outlined the idea that the shed could be sited in line with the existing Toddler Group shed – and if ever a permanent structure was built could be incorporated into that. The sand store could be sited near the tractor shed although that was considered totally unsuitable by members as the ground there would probably be flooded too. Sizes of the structures were requested before any decisions could be considered. **MC**

8. DATE OF NEXT MEETING

Monday 1st July at 8 pm.

9. ANY OTHER BUSINESS

MB reminded members that there were comfortable chairs in the old church that had been offered to the hall which could be a useful addition for downstairs in the snooker room. She would ask Adam Eggar to collect them in his trailer. **MB**

RN voiced her concern about the wearing of spikey heels on the main hall floor, possibly a notice would be in order. Also she mentioned the state of the downstairs carpet, to which MC replied that it had been like it for some time and had been cleaned by various different people. Unfortunately it was permanently stained, although not dirty as such. CH offered to get quotes from Parks and Morris Carpets to replace it with a hardwearing carpet or flooring. **CH**

SW requested that people using the new chairs be asked to check them for stains and let hall reps know so they can be cleaned quickly. The proper stacking of the chairs also to be checked after use – they needed to be lined up correctly so the seats didn't get marked and squashed. **All users**

SE had asked for the water heaters to be run from the pellet boiler so that at certain times the electricity would be free. This to be investigated via Optimum.

The meeting closed at 10.00 pm.