

**Minutes of the Meeting of the Welney Parish Hall Management Committee**  
**Held in the Parish Hall Welney**  
**Tuesday 12<sup>th</sup> August, 2003 at 7.30 p.m.**

**Present:** M. Farrow (Chairman), P Cox (Treasurer & Correspondence Secretary), S Kerr (Vice Chairman), R Giles, 3 members of the public including J Farrow taking minutes.

**Apologies for absence**

Apologies for absence were received from Cllr. K Goodger and K. Fleming.

**Accept minutes of previous meeting 10-06-03**

These were accepted and signed by M. Farrow.

P.C. suggested that terms like 'MAP' which appeared in these minutes could be explained for future reference

**Officers Reports**

There were no officer's reports for this meeting.

P Cox ran through the various correspondence received since the last meeting, these being:

i. Letter received from J Harrall at Search Architects Re: The outstanding fee of £4,230 and the subsequent £440 offered by WPHMC. (This being the remainder of the money donated by Elgoods to WPHC funds for the purpose of submitting outline planning). P. Cox suggested keeping the offer of £440 open for a limited time. A proposed date of 31<sup>st</sup> August 2003 was suggested and carried. Proposed by S. Kerr, Seconded by R. Giles. P.Cox to write to the Architects to this effect.

ii. Letter received from Jane Frusher on behalf of the Welney Cygnets in reply to a request from WPHMC that they might like to make a donation of £50 toward WPH for storage of play equipment etc. in the storeroom at the rear of the hall. As they are a Charitable Organisation they cannot give a donation, however if WPHMC would send an Invoice they would be prepared to pay £30.

Proposed by M. Farrow, Seconded By R. Giles.

iii. Letter received addressed to M. Kyne-Lilley from the Police enquiring as to whether anyone would be interested in becoming a Special Constable enclosing a poster for display. It was decided that the poster be displayed on the notice board outside the village hall.

**Matters Arising**

**1. Hall hire fees with regard to Upwell Health Centre.** P.C. wrote to Health Centre suggesting increase from £100 per year to £250 from 1<sup>st</sup> July 2003 but as yet has received no reply. It was suggested that they may be waiting to be invoiced at the new rate, or have not had their own meeting to discuss the proposal. However, P.C. had received a cheque for £50 this being hall hire payment for January to June 2003 at the old rate.

**2. New Constitution.** P.C. wrote to P Copeman clerk to the Parish Council on 3<sup>rd</sup> July requesting confirmation of what the Council expect of us, and what they consider our responsibilities are, so that we could draft our new constitution. P Copeman was going to write to the Environment Agency to ask if the Treasurer (PC) and a Parish Council representative could visit their offices and have a look at the paperwork which they may have which might confirm whether or not the Parish Council are Trustees of the hall. As yet it is not known if this has been arranged.

Charlotte Cox suggested that Pat Rix as Licensee of the hall should also attend this meeting, as it may not be a good idea that Mr P and Cllr. C. Cox go along on their own, they being a married couple.

P. Rix mentioned that a letter received from Anglian Water Authority in about 1986 about the deeds being transferred to the Env. Agency. George Shelton at Peterborough would be the one to ask.

**3. Hall Insurance.** P.C. raised the point that now the Parish council is paying the Insurance is the WPH really getting any benefit as the Environment Agency owns the Building and the Land.

**4. Income & Expenditure.**

	<b>Amount Paid</b>
*To empty the Septic Tank by Doubledays (A cheque was presented by the Treasurer for signature)	£120.00
New First Aid Kit for kitchen area	£ 17.00
Caretakers Wages June	£ 55.00
Caretakers Wages July	£ 49.00
Electricity Bill	£ 50.12 paid by D.D.
Water Bill	£ 32.50 paid cash @ P.O.
Old Lottery Monies owing have now been paid off	£ 109.00
Ping-Pong Balls for 100 Club Draw	£ 10.00
Filing Cabinet Key cut	£ 2.50

\*Cllr. C. Cox pointed out that the cess-pit cover outside the front of the hall, is badly bowed and the underside reinforcing flanges are damaged. No decision was made..

<b>Income</b>	<b>Amount Received</b>
June Hall Bookings	£ 115.00
July Hall Bookings	£ 150.00
Bingo June	£ 26.00
Bingo July	£ 21.00
Electricity Meters	£ 14.00

(The meters were emptied by MF at start of the meeting in the presence of SK & PC. The readings were 159 and 915 compared with 153 and 907 previously, so cash removed was correct)

There is a total of approx. £10,500 in the bank deposit accounts , £2,800 in the current account and £350 in cash excluding '100 Club' receipts.

**Fund Raising**

## **100 Club**

The ticket sales are going reasonably well, however as the first draw is due to be held ideally at the end of August, it is imperative that all the tickets are sold by that date. It was therefore suggested that those having difficulty in selling their tickets should redistribute them through the group members who felt that they might be able to sell them by the deadline. Please contact M. Farrow.

## **Christmas Fayre**

It was felt that the above was a good idea and that Saturday 6<sup>th</sup> December the best date, if it was free. M.F. to book hall with W. Redman.

The following was agreed: -

To arrange for someone to be Father Christmas, possibly Tom Fisher or Bill Thompson, and to ask if Sally Kerr would again be the Fairy.

To arrange presents for 'Santa's Grotto'

To invite people to have a stall £5 for local stalls £7.50 for trade stalls. This to be done a.s.a.p. to ensure a good turnout of stallholders. Suggested stallholders were – Revett's, The Wildfowl Trust, Jackie Maton, Sue Johnson, and Downham Jewelry.

Get the hall decorated prior to party.

P.C to write to Bettine Watson at the W.I. to ask them if they would be prepared to do the teas and coffees.

Discussions between R G, and local businessmen Colin Wills & John Loveday regarding a 'Village Dance' in the Lamb & Flag garden have not been productive and the project abandoned.

Pat Rix suggested a dance to be held at a later date perhaps in the Village Hall.

MF to check with Karen Fleming re. ceilidh

## **Weed Control**

As a more permanent solution is required to the above, it was suggested that Tim Bennett be contacted to see if he would be prepared to keep the weeds under control under contract. If he is unable to do so, R.G. said to let him know and he would try and do it. MF to spray with weedkiller A.S.A.P. (done 15-08-2003 p.m.)

## **DDA Compliance**

P.C. suggested that in view of the fact that the outcome of the proposed planning application was not yet known, it might be better to wait before any tenders were put out for the work required for alteration of access to the Hall and of internal facilities, as suggested by the 'WINDiS' report.

It was agreed that in the meantime gauze would be put over the holes in the ceiling and carpet tape to repair the tear in the lino in the kitchen on the floor where required.

It was agreed to delay installation of a wash hand basin in the bar area for the time being.

If the bar area is not being used as an amenity it does not have to be done.

The surrounds of exit doors need to be painted in a contrasting colour to assist the visually impaired if that was done then it would be deemed as starting to comply with the requirements. Dark green or blue paint was suggested.

M.F said he would get the gauze and paint

S.K. said he would get carpet tape and lever handle for kitchen door.

S.K. also said that he would adjust the hinge on the front door as that was sticking and also adjust the plate on the floor of the fire exit door at the rear of the hall, as that was not closing properly.

### **Public Entertainment Licence Renewal**

This is due on the 30th September 2003.

### **Lawn Mower**

P.C. suggested that the above be sold as currently it was gathering dust in his barn. It was agreed that M.F. would take a photo and place an advert in the Post Office inviting offers of £35 o.n.o.

### **Cleaning of Hall**

Since it was mentioned to the cleaners that standards were slipping, there has been a marked improvement. It was decided to monitor the work done and look out for cobwebs!

### **Leak Outside the Hall**

There appears to be a small amount of water leaking on to the caravan site at the rear side of the hall, which has prompted complaints from certain campers.

M.F. and S.K. will take a look at the pipes and meter on Sunday 17th August.

### **Double Doors in Storeroom**

Cllr. C. Cox noted that the wood panel vertical strut on the above is coming away. Steve Kerr to have a look at it on Sunday 17<sup>th</sup> August.

### **Homewatch**

P.C. said that according to an article in the Welney News, the above is being wound up and that the balance of funds will be donated to the Hall fund. PC will monitor this.

**The meeting ended at 9.30 p.m.  
Next meeting Tuesday 14<sup>th</sup> October 2003 at 7.30 p.m.**