

# Winsford Village Hall

Minutes of the WVH Trustees' Meeting held on Tuesday 9<sup>th</sup> January 2018 at 7.30pm.

## **Present**

Sue Hayes (SH) Chairman and Booking Secretary

Carol French (CF)

Steve Hunt (SAH)

Robin Lockwood (RL)

Helen Richardson (HR)

John Titcombe (JT)

Ian Whybrow (IW)

**Guest** Beverley Flanagan (part time)

### **1. Apologies.**

None

### **2. Approval of minutes.**

The minutes of the Trustees' meeting held on the 17<sup>th</sup> October 2017 were approved and duly signed by SH.

### **3. Village Defibrillator.**

Beverley Flanagan had requested to attend to the meeting to update Trustees on the possible resiting of the village defibrillator onto a front outside wall of the VH and was duly welcomed.

Beverley explained that its current location in the Royal Oak was not ideal, as it was not open 24/7 and the landlord/landlady were not always there. She addressed Trustees' previous concerns about the availability of a phone line (to provide the code to unlock the box) by advising that the BT telephone box was now working, that EE may well be about to install a mini mobile phone mast in the village and if neither of these options were available, knocking on doors to request the use of a house phone.

She advised that a power supply would be needed to provide some light and to ensure the batteries remained charged. It was noted that movement sensitive outside lights were mounted on the front of WVH.

The meeting agreed in principle to support the initiative, but further input was requested from Beverley on:-

- The supplier and specification of the cabinet?
- Any need for planning permission? – thought unlikely
- Who would pay for the box and its installation?
- Who would be responsible for on-going maintenance/checking?
- Training requirements?
- Are grants available?

Beverley advised that the cost of the cabinet would be in the region of £1,000 + VAT and installation. She enquired whether Trustees would be prepared to make a contribution towards this cost. This received contrary views but it was agreed that it would be considered further.

## **Action All**

### **4. Matters arising from the minutes of the last Trustees' meeting.**

Monitor of new bookings resulting from the WiFi service – it was concluded that there had been some additional bookings resulting from this new service, but thus far not enough to cover the additional costs being paid to BT.

#### **Item closed**

2018 field hire update – SAH advised that the contract had been signed by Mrs Rosalie Hughes and a cheque for £ x received. SH and IW signed on behalf of WVH and SAH would return a copy to Mrs Hughes.

#### **Item closed**

Alternative signature for the CCLA account - done.

#### **Item closed**

Update on a possible combined insurance policy covering WVH, WPC & WRA- IW & SAH advised that they had met & had now established ownership of both WVH & WRA, as this was seen as a precursor to any attempt to combine insurance.

In the case of WVH, the trust has the “right to the title” It cannot however own the title in its own name because land must always be owned by somebody in the literal sense being either a person, persons or a body corporate and WVH is none of these. Accordingly, in April 1962, the land was vested in the Official Custodian for Charities (now the Charity Commission).

In the case of the WRA, it is believed that the cricket field is owned by WPC, with the land for the pavilion, leased to WRA.

Further work is required.

#### **Action IW/SAH**

Are we insured for the use of candles in WVH? IW advised that the insurance was silent in this regard. It was agreed that the hire terms be amended to require that if candles are used, it should be done in “in a safe and responsible manner”.

**Action SAH** Archive film on Exmoor – see item 9 below.

### **5. Treasurer's Report**

Confidential to Trustees

### **6. Secretary's Report**

- SAH had completed the annual return for the PRS licence and now awaited the invoice for 2018.
- Everything else had been covered in item 4 above or would be covered in items 8 & 9 below.

### **7. Website Update & Marketing**

It was agreed that HR would update WVH's webpage with items specific to the VH (minutes etc) and Beverley Flanagan would deal with items of a more general nature (eg future events).

### **8. Activity Schedule review**

In accordance with our risk management procedure this was updated, actions agreed and will be circulated with the minutes.

**Action SAH**

**9. Future events**

- **Archive Film on Exmoor** – SAH advised of various attempts to make contact with The South West Film and Television Archive regarding a showing in WVH. He still awaits a detailed response  
**Action SAH**
- **Buddy Holly Tribute** – 02/0218. It was agreed that the seating capacity for this event could be a maximum of 98, providing some provision was made for people to dance.
- **Easter Sale** – 24/03/18 10.30am
- **Race night** – 20/04/18
- **Baby & Toddler Group** – HR advised that no date had yet been set for the restart
- **Social Sundays** – “going well”

**10. AOB**

RL resigned as a Trustee and advised that Pauline Lockwood was also resigning as WVH's cleaner, pending their imminent move away from Winsford. Both were thanked for their considerable contributions to the running of W VH over many years.

**Date of next meeting & AGM – 1<sup>st</sup> May 2018 - 7.00pm**

The meeting closed at 9.10 pm.

Steve Hunt – Secretary 21/01/18