

Minutes of the meeting of the Watton-at-Stone Community Hall Board of Trustees held in the Community Hall on Thursday 13th February 2003 at 8.30 p.m.

Present: Mr. N. Poulton (Chairman) Mr. D. Stock
 Mr. I. Knight Mr. J. Meischke
 Mr. Filer (until 8.44 pm)

1 Apologies for absence

None.

2 Declaration of interest

None.

3 Minutes of meeting held on 12th November 2002

The minutes were accepted and signed as a true record at the Parish Council meeting held on 11th December 2002.

4 Review of actions

Mr. Poulton said that all action points highlighted in the minutes of the meeting held on 12th November 2002 had been completed.

5 Insurance Policies

Mr. Filer said that he and Mr. Meischke had gone through the insurance policies for the Parish Council and the Community Hall Trustees. Both of the insurance policies cover Public Liability and Employers Liability for any employee or volunteer. The Parish Council insurance covers anyone between the ages of 15 and 75, whereas the Community Hall Trustees policy covers anyone between the ages of 12 and 80.

The Community Hall Trustees policy recommends that overalls should be supplied to workers. It was agreed to contact Christine Bewley to ask her if she would like us to provide her with overalls.

Action: N. Poulton/ J. Meischke

The Trustees have now received the annual renewal of the Community Hall policy, which is £1,783.07 for the period starting 1st April 2003. The budget figure for 2003/2004 is £1250.

Mr. Filer said that he had contacted Zurich Municipal to seek a better quotation. However, they would not give him a quotation because under our policy with Cornhill we have agreed to a reduced rate providing we stay with them for a minimum of four years (which expires next year).

Mr. Filer left the meeting at 8.44 pm.

6 Parish Magazine Advert

Mr. Knight said that the Community Hall advertisement was difficult to read. He had therefore produced a new version, which has a smaller logo of the Community Hall and a larger font size for the text.

The Trustees agreed that the new version was much easier to read. Mr. Knight to arrange for the revised advert to be put in the Parish news.

Action: I. Knight

7 Showers and Boiler

The heating system is leaking again. Mr. Meischke said that James Turner, who recently repaired the heating system, is to rectify the problem.

Mr. Meischke to chase.

Action: J. Meischke

8 Sale of Equipment

The Parish Council agreed that, because the equipment is not being used, they should sell the leaf blower and the petrol-driven mower. However, the strimmer does get used and therefore should be retained.

The Parish Council has verbally contacted their contractors. Adam Welch has put in an offer, which is to purchase the leaf blower only for £45. Mr. Welch is the contractor who will be carrying out the 2003 grass cutting and strimming work in the village.

It was agreed that both pieces of equipment should be sold together. Mr. Welch to be asked if he would be interested in purchasing both pieces of equipment. If he is not interested, a notice to be placed in the Parish News inviting bids for the leaf blower and the petrol-driven mower.

Action: N. Poulton/J. Meischke

9 Cricket Club Building

It was agreed that the Trustees should find out if the Cricket Club still intends to build on the sportsfield, as it is nearly two years since planning permission was granted.

Mr. Meischke to write to the Cricket Club accordingly.

Action: J. Meischke

10 Arrange date for six-monthly inspection due March 2003

Trustees agreed to carry-out the six-monthly inspection on Saturday 29th March at 1500 hours.

Action: All Trustees

11 Apply for grant and obtain quotes for resurface Play Area

Mr. Meischke, Mr. Poulton and Mr. Stock will be attending a site meeting on 19th February with Wicksteed Leisure to discuss the safety-surface under the multi-play piece of equipment, which has failed the safety inspection standards.

During that meeting, Wicksteed Leisure to be asked to provide a quotation for replacing all or part of the safety surfaces under the existing play equipment. The Trustees to apply for grants once an acceptable quotation has been received..

12 Any other business

- **Sports equipment storage-room in the Main Hall**

Mr. Stock said that the sports equipment storage-room in the Main Hall is in a terrible state. The badminton equipment is getting pushed to one side and is difficult to remove.

Mr. Stock, Mr. Poulton, Mr. Knight and Mr. Meischke agreed to meet on Friday 21st February to clear out and reorganise the store-room.

- **The meeting closed at 9.15 p.m.**

- **The date for the next Community Hall Trustees meeting to be arrange after the Parish Council elections.**