

**Minutes of the meeting of the Watton-at-Stone Community Hall Board of Trustees  
held in the Community Hall on Tuesday 10<sup>th</sup> April 2007 at 1930**

Present: Mr. N. Poulton (Chairman) Mr. J. Meischke  
Mr. I. Knight Mr. D. Stock  
The Clerk (Mrs. J. Allsop)

## **1 Apologies for absence**

None.

## **2 Minutes of meeting held on 9th January 2007**

The minutes were accepted and signed as a true record during the Parish Council meeting held on Wednesday 14<sup>th</sup> February 2007.

## **3 New Tennis Court-Update**

Mr. Knight said that the Archaeological survey/dig was completed in February and we have now received Essex County Council's report. A copy of the report to be placed on circulation. **Action: I. Knight**

The Tennis Club has sent a donation to cover the net-cost of Essex County Council's invoice.

Mr. Knight is in discussion with Alison Tinniswood (County Archaeologist) and Susie Defoe (East Herts Council's planning department) about the submission of a planning application and any implications regarding changing the orientation of the court by 90% to accommodate the Sports and Social Club proposal for additional football facilities on the sportsfield.

## **4 Insurance Policy including increased excess**

During a meeting held on 6<sup>th</sup> March 2007, the Community Hall Trustees reviewed and revised the insurance policies for the Watton-at-Stone Parish Council and the Watton-at-Stone Community Hall.

During its meeting held on 14<sup>th</sup> March 2007, the Parish Council agreed to accept the revisions to both policies (copies of the revisions are attached to those minutes).

The revisions have been sent to AON Limited and Allianz Cornhill. However, to date the revised schedules have not been received. AON Limited has confirmed that it is holding cover on the Community Hall insurance, which was due on 1<sup>st</sup> April 2007. The Parish Council's insurance is not due for renewal until 1<sup>st</sup> June 2007.

## **5 Gas Inspection**

James A. Turner, who did the annual boiler-service in November, has fitted a replacement valve and the repair work to the water leak in the system is now complete.

## **6 Repairs to roof/guttering**

These repairs have completed.

## **7 See-Saw**

As reported during the Parish Council meeting held on 14<sup>th</sup> February 2007, the replacement see-saw has been installed by Playground Supplies and Herts Community Foundation has sent us a cheque for £3043 (i.e. its grant). The VAT element of the invoice dated 31<sup>st</sup> January from Playground Supplies has been claimed back from H. M. Customs and Excise in the January return.

## **8 Main Hall Line-Marking**

Mr. Poulton said that he had spoken with Wodson Park contractors about lifting all the line-markings in the Main Hall and re-laying the Badminton court white-lining only.

He was told that the solvent used to remove the residue of glue left by the line-marking causes the surface to soften and would ultimately damage it. Wodson Park contractors have advised that the Badminton court be re-lined over the existing markings and the existing yellow-lining should be left untouched.

## 9 External Doors to the Community Hall

Brian Bunyan has made repairs to the external door in the Pavilion (the door is so heavy that extra assistance was needed to take it off its hinges for repair). Mr. Bunyan has altered the top and bottom stops on both doors so it now opens more easily. However, the door is distorted in shape but hopefully the repair work will last a couple of years.

The external door on the car-park side of the building needs repairing because it does not close properly.

David Bunyan to be asked to do this work.

**Action: J. Meischke**

## 10 Hire Charges for Watton Youth Drop Inn

Mr. Poulton said that now that the Main Hall has become available on a Wednesday evening, the Watton Youth Drop Inn will be changing its booking to a Wednesday evening and hiring both the Main Hall and Pavilion facilities.

Mr. Poulton (as Treasurer of the Watton Youth Drop Inn) left the meeting while the hire charges for the Watton Youth Drop Inn were discussed.

Dave Boddy is the only other hirer who hires both facilities. When he started using the facilities in 2003, he negotiated a 25% discount on the hire charges, plus the 10% discount for three-month payment in advance.

After discussion, the Trustees agreed that this type of discount could not be given to the Watton Youth Drop Inn and all hirers should be treated fairly.

As a result, it was agreed to write to Dave Boddy advising him that there had been a review of the charging arrangements for the Community Hall and its facilities and that our charge to him would be increased by £3.60 per week as from 1<sup>st</sup> July.

This means that Dave Boddy is being charged at the parishioners hiring rate less 10% discount for block booking.

**Recommendation:** Write to Dave Boddy accordingly.

Mr. Poulton returned to the meeting.

## 11 Floor cleaning

It was agreed to instruct Care Group to do the floor cleaning in the Community Hall at the end of April (after the football season has finished).

**Action: J. Allsop**

## 12 Sports and Social Club Proposal for Football in the Village

The Trustees reviewed a hard copy of the presentation regarding additional football facilities on the sportsfield.

The Trustees favoured Option A of the Sports and Social Club's proposals because it had the least visual/noise impact on the sportsfield and its surrounding area.

## 13 External Decoration

It was agreed to obtain three quotations for the external decoration of the windows, doors and frames on the Church-side wall of the Community Hall, facing the sportsfield only, from:

- Mick Taylor (5 Beane Road)
- Bob Adams (4 Glebe Close)
- Pete Phillips (18 Lammas Road).

The Clerk to act accordingly.

**Action: J. Allsop**

## 14 Acoustics for the Main Hall

Mr. Poulton said that unfortunately Mrs. McCash had been unable to make contact with the person she hoped would provide a cheap solution to the acoustics problem.

However, Mr. Poulton had obtained brochures from acoustic suppliers.

The Trustees discussed the acoustics problem and agreed that the cost of resolving it would be far more than any potential gains from increased hirings.

**Recommendation:** The Parish Council does not pursue this matter at the present time.

## 15 Dates for the Next Civic Year

The following dates were agreed for meeting of the Board of Trustees.

- Tuesday 3<sup>rd</sup> July 2007
- Tuesday 2<sup>nd</sup> October 2007
- Wednesday 2<sup>nd</sup> January 2008
- Wednesday 2<sup>nd</sup> April 2008.

## 16 Any Other Business

- **Water leak**

Mr. Meischke said during an inspection of the loft space on the boiler-side of the Community Hall building a small water leak was found. David Bunyan has inspected the leak which is due to condensation on the heating stacks caused from the temperature being set too high, i.e. 85<sup>0</sup>F. This has now been reduced to 75<sup>0</sup>, which will rectify the problem. Unfortunately, the leak has caused a small section of the floorboards to rot. David Bunyan will repair the floor when he is on-site repairing the external door on the car-park side of the Community Hall.

- **Floodlighting timer**

Mr. Meischke will change the floodlighting timing operation from £1 for every 12 minutes to £1 for every 10 minutes (i.e. from £5 to £6 per hour) before the Parish Council meeting tomorrow (13<sup>th</sup> April). Mr. Knight to produce a laminated notice of the new floodlighting charges for display adjacent to the floodlighting-payment meter.

**Action: J. Meischke/I. Knight**

- **The meeting closed at 2020.**

- **The date for the next Community Hall Trustees meeting is Tuesday 3<sup>rd</sup> July 2007**