

Minutes of the meeting of the Watton-at-Stone Community Hall Board of Trustees held in the Community Hall on Wednesday 10th September 2002 at 7.30 p.m.

Present: Mr. N. Poulton (Chairman) Mr. D. Stock
Mr. I. Knight Mr. J. Meischke

1 Apologies for absence

None.

2 Minutes of meeting held on 29th May 2002

The minutes were accepted and signed as a true record at the Parish Council meeting held on 12th June 2002.

3 Matters arising

- **Floodlight bulb at Multi-purpose Play Area**
Mr. Meischke contacted Websters and they have now replaced the broken floodlight.
- **Weekly and Monthly inspection**
The Clerk has been carrying-out the weekly inspections of the sportsfield.
Mr. Meischke carried-out the monthly inspection in August, and the weekly inspection whilst the Clerk was away on holiday.
- **Opening instructions for the Community Hall**
This action point has been completed and the opening instructions are being issued to hirers of the Main Hall.
- **Keys to Community Hall**
The Tennis Club has been given, and paid for (net of VAT) two additional keys for the external toilets.

4 Guttering

Mr. Meischke said that he had asked David Bunyan to quote for the supply and installation of a snow shield on the plastic guttering at the Community Hall. This would prevent debris getting into the gutter and roof tiles falling down into them. Mr. Bunyan said that he had submitted his quotation. However, the Clerk has not received it. Mr. Meischke to chase. **Action: J. Meischke**

Mr. Meischke said that the cost of installing cast-iron guttering would be £1,200 for one-side of the building. Apart from its cost, it could cause serious injury or death in the event of it falling down.

5 Showers

Mr. Meischke said that David Bunyan had tested the showers and they are working to their full capacity within the health and safety regulations for public use (and therefore cannot be set any higher).

Mr. Knight suggested that power-showers could be installed, one at a time, over a period of several years. It was agreed that this would be a waste of public funds.

The company that originally installed the showers is willing to come and survey the system at a cost of £500, but realistically their report will be the same as that given by David Bunyan.

Recommendation: The Parish Council takes no further action.

6 Boiler

The overflow problem on the boiler has now been repaired. The overflow pipe has been rerouted so that it deposits water outside the building.

7 Summer play scheme

Mr. Meischke said that the Summer Play Scheme was much better than in previous years and had not been subject to the fraught problems of last year re vandalism etc.

However, the external and internal doors had been left unlocked on one occasion and during his inspections Mr. Meischke found that equipment had been left in an untidy state in the kitchen instead of being put away correctly.

One of the windows in the Community Hall was left unlocked, resulting in a break-in on a Saturday evening. No damage was done. The Police (who were called by someone living at Glebe Court) did not inform the Parish Council of the incident and there was a further break-in on the Sunday night. The Clerk has informed PC Ivens of these facts.

Users of the Summer Play Scheme blocked the toilet with hand-towel paper and David Bunyan was called out to clear the blockage.

Mr. Meischke said that the Parish Council should seek clarification about EHDC's responsibilities regarding the children attending the play scheme. Parents are being lulled into a false sense of security when they are issued with special passwords to enable them to pick up their children at the end of a session. However, the play scheme leaders allow children to leave the session at their own free will.

Recommendation: The Parish Council write to EHDC to:

- inform them that the 2002 Summer Play Scheme had been a great success
- return their deposit of £100 less £45 (i.e. the cost of the toilet being unblocked, net of VAT)
- seek clarification of the Summer Play Scheme leader's responsibilities towards the children attending.

8 Six-month check

Mr. Poulton and Mr. Meischke carried-out the six-monthly check on Monday 9th September.

The main problems highlighted are:

- **MPPA**

- The kicker boards need securing and repairing; the tension wire on the fencing needs tightening.

Recommendation: The Parish Council asks Watton Service Station to tension the wire on the MPPA fencing and repair/secure the kicker boards.

- A branch is just touching one of the floodlights. Paul Devine be asked if the Parish Council can use his cherry picker so that the branch can be cut back.

Recommendation: The Parish Council ask Paul Devine to assist in cutting-back the branch.

- There are weeds around the drainage channel of the MPPA and a tree stump.

Recommendation: The Parish Council asks Nick Whitehead to weed-kill this area and treat the tree stump with root-out, when he does the annual hedge cutting works.

- There are six holes in the surface of the MPPA.

Recommendation: The Parish Council contact Mr. Foster at Doe Sport asking him to either supply the materials and colour paint so that we can repair the surface, or carry-out the work on our behalf.

Mr. Knight said that he had noted that since the new nets had been put up on the MPPA, and the posts painted, no vandalism has occurred.

- **Community Hall**

- The large changing room and corridor walls need painting up to a height level with the top of the doors. Also, all of the woodwork in these areas needs painting.

Recommendation: The Parish Council obtain quotations for the painting of the large changing room and corridor, plus woodwork, from Paul Devine and Mick Taylor.

9 RoSPA inspection bike ramps

EHDC has written to inform us that it will be arranging for RoSPA to carry-out inspections in East Hertfordshire during November.

Recommendation: The Parish Council instruct EHDC to arrange for RoSPA to carry-out an inspection and risk-assessment on all the playground and bike-ramp equipment on the sportsfield.

10 Opening and closing of toilets

Mr. Meischke said that the toilets were left unlocked after the closing time earlier this week, however no damage has occurred.

The Clerk said that at the Parish Council meeting held in January 2002, Mrs. S. Davies had asked why the toilets were kept closed at certain times. She was informed that the toilets are closed at 4 pm daily to avoid them being vandalised by 11-18 year-olds returning home from secondary school. Parish Councillors had discussed the possibility of the toilets being opened longer once the bike ramps had been installed, and it was agreed to put this item on the July 2002 agenda. However, this item did not appear on the July agenda and therefore is being reviewed now.

Recommendation: The Parish Council leave the opening and closing times of the toilets as they are now.

11 Any other business

- **Community Hall hiring**

Denise Martin-Harker, who has been teaching yoga and palates in the Pavilion since June, has moved her classes to the Memorial Hall because the noises on the sportsfield were distracting her class. This hiring was worth £38 per week.

Unfortunately, Ivan Baker no longer hires the Main Hall because his warm-up session disturbed Mrs. Martin-Harker's class. This hiring was worth £36 per week. The Clerk said that Ivan Baker's girlfriend told her that they have now found an alternative venue in Ware.

Mr. Meischke agreed to ring Ivan Baker to try and persuade him to return to the Community Hall.

Action: J. Meischke

- **The meeting closed at 8.10 p.m.**

- **The date for the next Community Hall Trustees meeting is 3rd December 2002.**