

WORKING GROUP:

VILLAGE HALL

TEAM:

A. Marr, S. Buchanan, D. Parris

DELEGATED RESPONSIBILITIES: To meet, monitor and report on the following:

To plan for the ongoing development with the VH Charity, making recommendations as appropriate

Oversee and agree the terms and conditions of use of the facilities

Oversee and agree the fees relating to the hire of the facilities

Ensure that regular risk assessments and health and safety checks are made in line with current legislation

Ensure the provision of safe and well-maintained facilities for the community use.

Ensure Governing/Deed of Trust document is adhered to

| ISSUE RAISED | LEAD | ACTION TAKEN | PROGRESS | COMPLETE/RESULT |
|---|------|--|---|--|
| Tidy front garden of Village Hall | EB | Grass Cut | Possible 5th August | Complete/ongoing |
| Governance/Transfer | TM | Sent requests for quotations to specialist solicitors | Only 1 has responded and is looking at the current structure in order to quote. | No response. - Chase up or contact Charity Comm. |
| Rear Fire exit blocked | TM | Letters written to residents. No feedback received | Only 1 fire exit is legally required for building. Evacuation plan to be updated | See H & S |
| Major crack in toilet block (structural?) | TM | Claim reference 27220000430. | Claim accepted. Insurance sent contractor to produce a schedule of works 25/8 | Note there will be £1000 excess |
| Disabled toilet & Access | TM | Meeting with neighbour cancelled for 3rd time. | Suggestion is to transfer strip which she has claimed in exchange for land at the bottom of the garden to provide the Hall with access at the rear. A party wall notice will need to be issued if she will not talk to us for the accessible toilet to be installed. Plans drawn up but not quoted. NB the toilet will be 'accessible' rather than 'disabled' due to space regulations. | Trustee met with neighbour who has no objections to building a toilet and changing the rights of passage to the bottom of her garden |
| Drainage | AM | AM has contacted a builder to dig a trench around the front of the Hall to allow better drainage | Trench has been dug and guttering cleaned and fixed. | complete |
| MacMillan Coffee Morning | AM | A fund raising Coffee Morning to be held | The date set is 7/10. Councillors are asked to attend if possible | |

SUPPORT NEEDED:

RECOMMENDATIONS:

RESOLUTIONS TO FULL COUNCIL:

To approve the excess £1000 for repair work

To approve allowing the Charity to continue with plans and obtain quotes. To be presented at before any contracts are entered into.