

Watlington Town Hall Charity Trustee Body



Town Hall Registered Charity Number 204765

Minutes of the Meeting of the Town Hall Charity Trustee Body Held on Thursday 4th October 2018 at 8pm in the Town Hall

Present:

Councillors: Tony Williamson
Roger Beattie
Terry Jackson

Non- Councillors Tim Horton

Secretary: Kristina Tynan

44/18 Election of Chair

TJ proposed Tony Williamson, and this seconded by Roger Beattie. There were no other nominations.

Resolved: That Tony Williamson be elected as Chairman.

45/18 Election of Vice Chair

Terry Jackson proposed Roger Beattie, and this was seconded by Tony Williamson. There were no other nominations.

Resolved: That Roger Beattie be elected as Vice-Chairman.

46/18 Apologies

Bob West, Alison Morgans.

47/18 Chairman's Remarks

TW thanked everyone for their work and asked that everyone continue to do this and progress current issues. He especially thanked TH for all his hard work.

1. Declarations of interest

There were none notified.

2. Minutes of 2nd May 2018 to be signed as a correct record of this meeting

Resolved: That these minutes are a correct record of this meeting and that they be signed by the Chairman.

3. Matters Arising

There were none other than agenda items.

4. Publicity and Promotion of Town Hall

Actions update from last meeting and any other actions.

Dedicated Town Hall Website – KT and RG have updated this. <http://www.watlingtontownhall.com>

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TJ had sent some photos for the website but KT stated that they were not of a high enough resolution to be put on. TJ will see what other photos she has. It was also agreed that a link and a piece about hiring it to be put on the Watlington Town Noticeboard (WTN) Facebook page.

Town Hall Useage and Promotion

KT reported that an Ukele band are hiring the hall twice a week.

KT also said that Katy is no longer holding classes in the hall and it was agreed to approach Sarah Fountain to see if she wished to hold any classes here.

SODC Lottery – RG had emailed the draft to the committee and needs to be signed by two members before being sent to SODC.

Resolved: That two members sign, and this be sent to SODC.

48/18 Town Hall Works. Stairlift, Noticeboard and Belfry

TH reported that these are all in hand and are all at different stages.

49/18 Damp to inner walls/internal works and stair lift

Damp Issues

TH said that we have now received quotes for the damp and it was agreed that Colin King do the work. However, as it is a lime plaster it cannot be done in the winter months.

Resolved: That KT book Colin King in for this work for May 2019.

It was noted that there is some moss on the roof and KT to ask Gary Nicholls to remove this when he next clears the gutters.

Stair Lift – TH said that the 5th quote provided came in as the best value. However, grants would need to be applied for. We will need to have the planning application in place to do this. TH and Rachel Gill will do this. The quote given was from a while back and TH will check if it is still the same.

50/18 General Issues

1. **Lighting** – No update given.

2. **Projector for Film Club** – It was agreed to take this item off the agenda.

3. **Town Hall Premises License** – the application is still with SODC. KT said that she hoped this would be completed shortly. This will then give the Town Hall Trust Body as an organization an alcohol license which we previously did not have. It is hoped that this may increase bookings. It was noted that the building would need to be vacated by midnight so as not to disturb nearby residents, with the exception of Christmas Eve and New Year's Eve. Once this is in place and paragraph will be added to the hiring agreement.

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4. **Explanation of Maps** – TH will speak to Janet Vaughan about this.
5. **New Boiler for Town Hall** – It was agreed to pursue the electric boiler option. We will need 3 quotes. KT will speak to Bob West regarding this.
6. **Chairs for Town Hall** – It was agreed to take this item off the agenda for the moment.
7. **Registration of Town Hall with Land Registry** – Ian Hill and KT have been working on this and it has proved to be very drawn out and complicated. However, we now have signed statements from people who have used the Town Hall for in excess of 10 years and these now need to be signed in the presence of a Solicitor.

51/18 Financial Issues

1. **Budget 2018/2019** – An updated budget had been given out and noted. It was agreed to review the hire rates at the next meeting.
2. **Budget Bid to WPC for 2019/2020** – After discussion it was:
Resolved: To request WPC for a grant of £8000.00 for this financial year.
3. **Insurance- Revaluations** – KT reported that this had been done by an Independent Valuer. Our insurance limits are within what he stated to be the worth of the Town Hall.

52/18 Jobs and Responsibilities for Town Hall

1. **Cleaning and Caretaking** – There is a budget for £500 for extra cleaning. TJ asked KT to advertise this position on the WTN Facebook page.
2. **Kitchen Issues-** No issues raised that needed discussion.

53/18 Correspondence

1. Entertainment in Village Halls – Music Licenses – Tessa Hall CFO- **Noted**
2. Electric Boiler running costs – Bob West - **Noted**
3. CIO email CFO – **Noted.**

54/18 Next Meeting Date: KT will send out draft dates for 2019

55/18 Any Other Business

Monthly Entertainment Evenings – TH raised this issue and said that Martin Edis used to organise these and they were very successful. TH said that he thought that this would be a good time to do this again. He suggested that Rachel Gill organise these. KT stated that she only worked 12 hours a week and would not have time to do this. It will be an agenda item for the next meeting.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.20PM