

COMPTON VILLAGE HALL

Council of Management Meeting held on 23 July 2018

Trustees: Mr R Paxton (Chairman)* Mrs J Ayshford
Mr D Baskerville (Treasurer)* Mrs G Elvidge*
Mrs S Baskerville (Secretary & Bookings)* Mr P Graham*
Mrs J Turner (Deputy Chairman & Minutes Secretary)*

In attendance: Mrs R Wilkie*

* indicates present at meeting

1 APOLOGIES

Mrs J Ayshford. The Chairman welcomed Mrs Wilkie to the meeting to represent Compton Little Theatre on behalf of Mrs Ayshford.

2 MINUTES

The minutes of the meeting held on 14 May 2018 were agreed and signed.

3 TREASURER'S REPORT

(a) Bank balances as at 30 June 2018:

Current account:	£631.78
Deposit account:	£51,292.89

(b) There was no significant expenditure since the last meeting.

(c) The donation from the Village Association from the proceeds of the 2018 village Fete was yet to be received.

4 SECRETARY'S REPORT

(a) The Polling Station review by Guildford Borough Council was booked for 9th August.

5 HEALTH & SAFETY

(a) PAT testing by Compton Little Theatre is to be re-arranged following the failure of equipment. Two CLT members will train to undertake PAT testing and they will establish regularity for testing. CLT will check its own insurance requirements. **ACTION: Mrs Ayshford**

(b) The five-year electrical inspection of the Hall was due in September. Mr Baskerville has received three quotations and has accepted Phil Rowe (who has done work for the Hall previously) for £560 plus VAT.

(c) An incident had occurred in the Hall during the last Compton Little Theatre performance when a member of the audience collapsed. Accident & Emergency were called and the individual was taken to hospital. It was thought the cause was due to over heating and the individual has recovered well. CLT has a trained First Aider, Mrs Jo Ayshford, present at every performance.

6 MAINTENANCE

(a) Mr Graham had given Mr Baskerville contact details of the handyman who was undertaking work in the village for the Parish Council following the retirement of Peter Borrett. It has been agreed that the handyman will undertake grass cutting, leaf clearing and weeding for the Hall at £20 per session, twice a month, for nine months per year. He will use his own equipment. The Parish Council will invoice the Hall annually for his work. **ACTION: Mrs Baskerville**

7 HIRE OF HALL

Mrs Baskerville reported that Toddler Sense are very happy and that Karate have given notice. She has received two dance class enquiries, one of whom was intending to start on 11th September.

8 OTHER BUSINESS

(a) Storage Shed. Planning permission has been granted by Guildford Borough Council for the erection of a shed behind the Hall. Mr Ayshford will talk to the CLT committee regarding the next steps. **ACTION: Mr/Mrs Ayshford**

(b) Water. Mr Baskerville reported that he had received an email from Castle Water Complaints Department. Thames Water has refunded £133.06 to the Hall from their final meter reading. Castle Water is still in the process of calculating the current Hall usage.

(c) Car parking. Mr Graham reported that a productive meeting of representatives of village organisations had been hosted by Mrs Miranda Wells at the Old School, on behalf of Compton Village Association. It was agreed that the aim was to create 70 temporary car parking spaces along the boundary of the Recreation Ground and the Street, suitably landscaped. This land is designated as common land and belongs to Guildford Borough Council. The Clerk to the Parish Council wrote to GBC putting forward this proposition. GBC had responded negatively. Mr Graham will pursue this with GBC. **ACTION: Mr Graham**

Another possibility is land at Field Place. Mrs Wells is pursuing this.

(d) Street lights. The Parish Clerk has written to Surrey County Council. No response has been received to date.

(e) Mrs Baskerville received a complaint from the owners of Coombe Cottage, adjacent to the Hall, about the level of noise by hirers on leaving the Hall at night. Mrs Baskerville has written to all evening hirers asking them to be aware of noise levels and has fixed notices to the exit doors. It was recognised that the parking outside the Hall was public parking and that any noise at night was not necessarily created by hirers of the Hall.

10 COMMENTS BOOK

Nothing significant.

11 DATES OF FUTURE MEETINGS

All on Mondays at 8pm in the Committee Room:
17 September
10 December

If members are unable to attend a meeting, they are reminded to send their apologies to the Secretary, Sarah Baskerville – 01483 427405, cvhbookings@yahoo.com

jwt
23.7.18