

## KINGSTON COMMUNITY PAVILION

### MINUTES FROM THE MEETING HELD ON 19<sup>th</sup> MAY 2014

**Present:** Keith Gibson, Hazel Craven, Beverley Wakeford-Brown, Terry Stanley, Terry Krejzl, Dinah Morgan, Barrie Lambert, Peter Mercer, Cliff Parrott, Paul Griffith

**Apologies:** Jenny Gayler, Bob Gayler, Jeanne Petersen

**Minutes:** The minutes from the meeting on March 17<sup>th</sup> 2014 were approved and signed.

**Matters Arising:** (other than Action points): None

#### **Action points:**

**External noticeboard:** No further information on use by the Steering Group was ascertained from BL. SB may use part of it for Zero Heroes.

PM had adjusted the doors so they lock. A notice on how to hire the Pavilion was needed as well as information on how to display a notice. **Action: KG / TK**

**Sound system:** PM explained that the speakers are now all wired up. The system had been tested and works well; the FM radio has not been checked due to the lack of an external aerial. BWB expressed the views of many who had commented that the brackets supporting the speakers are too big / obtrusive. It was agreed by vote to order new brackets.

**Action: JP / KG**

**Cage (for thermostat):** This has not yet been fitted. **Action: BG**

**Artwork:** This should be ready for hanging by the end of the week. KG agreed to hang the artwork, and hopefully fit the speaker brackets at the same time. **Action: KG**

**Donations (from clubs):** CW has now paid his annual fee. BWB explained that there had been an issue of a French class who had booked the main room being disturbed by Tennis Camp participants. It was re-emphasised that the Tennis Camps should be booked and CW must pay the commercial fee. **Action: CP**

**Legionella:** BG has mislaid the letter. No further action is possible.

**Extractor fan / drains:** There has been no progress since the last meeting. **Action: PM**

**Letterbox:** This has been ordered and will be fitted next week. It was agreed that more keys to the glass doors & base locks are needed. **Action: JP**

**WiFi access:** This has not yet been done. **Action: PG**

**Leak in store:** An engineer has fixed this temporarily, and he will return to make a permanent repair. A new irrigation valve for the roof has been ordered. The TV remote control has been replaced but hasn't been installed yet. Leads / adaptors are available for pc / mac users who wish to use the large screen for display purposes. The ladies loo and kitchen lights have been coming on when the building is empty; PM has adjusted the PIR for the kitchen lights; a new PIR for the loo has been obtained which should now work. Some of the lights in the main community room are dimming whilst others brighten. PM is

aware of this and is trying to sort out the problem. **Action: PM / PG**

**Family Day:** This would take place on July 12<sup>th</sup> (same date as the Downland Race). It was agreed that this event is not intended to be a fundraiser. Any money left over will be given back to KPC. A request for helpers had been put into the Kingston News.

*Post – meeting note: TK has reported that three of the four barbeques barrels need to be replaced in time for this event. Iford & Kingston School have offered to pay for two of them. TK is asking if KPC would also like to contribute.*

**Cancellation policy / charges:** BL reported that there had been no decision from the Parish Hall Committee. The Hall hire charges had been raised but BL didn't know by how much. There was no need for a cancellation policy at present. It was agreed to leave the £20 deposit unchanged.

*Post – meeting note: BL had reported after the meeting the the Parish Hall hiring fees have **not** been increased.*

**Booking Policy changes:** All the agreed changes are now in place. BWB will update all three documents and circulate. **Action: BWB**

**Fundraising:** DM proposed a Christmas and / or Easter fair in addition to an Apple / Autumn day. KG suggested a Wine Tasting. DM agreed to lead on the Apple Day. A potential date was Saturday October 25<sup>th</sup>.

**Outside Toilets:** BWB reported that there could be £13,000 available from the Zero Heroes campaign. It had been confirmed at the Zero Heroes meeting that this money could be used for creating outside access to the loos. BWB suggested that an alternative solution could be for the main hall door be kept locked, leaving access to the loos from the open lobby. This would require someone to open the outside door in the morning and lock it in the evening. CP volunteered to do this unless he was away. It was agreed to check this with JP and with approval adopt this procedure for a trial period. **Action: BWB**

**Waste Bins:** The wheelie bin is not being emptied and is being used for dog waste. It was agreed to scrap it and ask users to take their waste away with them. More dog waste bins are needed around the village, but there is a large fee for emptying.

**AOB:** The Coffee Morning Group has bought more equipment for the kitchen - ramekins, spoons, and cruets. It was not clear as to who checks the loos for loo rolls, etc. The location of supplies of loo paper should be added to the hiring conditions. It was agreed that the cleaners should replace loo rolls if necessary.

**Roof:** TS asked if the roof is to be mown soon. It was explained that this was done in late summer to allow downland plants to set and disperse seeds.

DM asked if it was intended to put the 3<sup>rd</sup> tree back on the Green after being tended by a resident. This was confirmed. One new tree had been donated by the football club and planted.

**Date Of Next Meeting:** Monday 21<sup>st</sup> July 2014 at 7.30 p.m.

