

## Minutes of Castlethorpe Village Hall Committee Meeting held on Thursday 15th May 2014

**Present:**

John Foakes	Chair	Philip Ayles	Parish Council
Carol Wray	Vice Chair	Margaret Chapman	Village Show
Yvonne Hands	YC	Geraldine Sweetland	Parish Council
Margaret Wilson	Bowls Club	Adele O'Hanlon	Pre School

Item		Action
1	<b>Apologies</b> were received from Ann Foakes, Dave Hinds, June Haynes and Steve Bradbury	
2	<b>The minutes</b> of the last meeting held on 6/02/2014 were accepted and signed as a true record. Proposed by Margaret Chapman seconded by Yvonne Hands	
3	<b>Matters Arising:</b> Item 6 now resolved. Bevan Fitness have agreed to step down on two dates, one in the spring and one in the autumn to enable the Village Show Committee to hold Bingo events.	
4	<b>Tower Restoration:</b> John has written a second letter to the Carrington Estate including an estimate of costs and photograph. He has also made an application to the Coles Trust for funding. The Parish Council has submitted an application for a Parish Partnership grant of £1,250. This has to be match funded from other sources. GS has checked with MK Council regarding need for planning permission. We do not need planning permission but do need to submit a building regulation application. We can do this when we are ready to proceed. Cost will be a percentage of estimate. John has approached Oliver Sawbridge regarding the restoration of the bell.	JF GS SB
5	<b>Acoustics and other Tasks to be completed.:</b> The company who supplied the first batch of panels no longer stocks them. The funding still available will not cover the cost of all panels to be purchased. Clerk to purchase some panels from remaining funds. Then seek approval for further funding. The curtains will be hung asap. SB and JF to meet with Phil Homer on Friday to decide on works to drains and then get quotes.	JF SB
6	<b>Hall Heating:</b> Discussion took place regarding the temperature in the hall. After discussion it was agreed to change the time clock so that the heating would come on for an hour each morning. The radiators need to be checked and possibly bleeding.	GS
7	<b>Health and Safety:</b> Annual check of electrical appliances has still not been done. Quotes required for fire safety equipment. GS will follow this up with the clerk. The boiler also requires a service.	SB
8	<b>The Pre School:</b> would like to place a post box outside the hall as all official communications are always sent to the setting. They would also like to place an awning at the rear of the hall. A requirement of Ofsted is that all settings have a covered outside play area. Pre School will cover all costs and the awning must be stored in the Pre School cupboard or shed. All agreed.	AR AO
9	<b>Chairs:</b> The committee decided that they would like to purchase 120 green, padded folding chairs and trolleys. It was proposed that the JF, DH, GS and SB should meet to prepare a submission to CPC.	
10	<b>Youth Club and Bowls:</b> YC and bowls have agree to change evenings from September <b>Roman Castlethorpe:</b> CR and JF informed the meeting about the talk to be arranged by the Entertainments group following the discovery of Roman remains on the Malting Farm site. GS apologised about the polling booths being delivered early. She will inform the school as they may have difficulty getting their equipment out of the cupboard.  <b>Date of next meeting Thursday 24<sup>th</sup> July.</b>	



