



Chillerton & Gatcombe **Community Association**

**Minutes of the Committee Meeting
held at 7pm on Thursday January 14th
2021 via Zoom**

Present: Peter Whiteman, Nigel Phillips, Gill Phillips, Jill Webster, Ian Poulter, Marcus Baker, Nicki Harrington, Steph Hendry and Catherine Heatley (both representing Bob Seely)

1. Apologies

No apologies were received.

2. Minutes & Matters Arising

The Minutes of the meeting held on December 7th 2021 were accepted.

Peter Whiteman confirmed that installation of smoke alarms was in hand; the new heaters will be delivered on Saturday and suggested that they were switched on immediately; the Christmas Carol Service had been successful, he thanked Nigel Phillips and Gill Phillips for their input with the Community Christmas Tree. Nigel Phillips confirmed that initial repairs had been carried out on the noticeboard outside the Village Hall with work to enable the doors to open freely booked.

3. Treasurer's Report

Grant Applications have opened and an application for the Village Hall has been submitted. (As the Reading Room was not open before lockdown, no application can be made for this). Payment may be one-off or rolling.

Marcus Baker asked for clarification of Christmas Bonuses paid to the cleaners. It was explained that historically such payments had been made to the cleaners. Following discussions, it was suggested that when both premises are open and in full use only one cleaner would be employed.

There had been planned expenditure in January for the carpet deposit and curtains, but we are still on track to meet the outstanding expenditure of £2,600.

The stocking of the bar was discussed. Previous value had been around £650. This is expected to increase to approximately £850 - £1000.

Peter Whiteman will submit outstanding invoices.

An insurance claim of £1367 for storm damage to the roof on Boxing Day has been submitted. Photos have been requested. **Action - Gill Phillips and Peter Whiteman to provide photos.**

Gill Phillips asked if more detail could be provided in future for expenditure.

4. Maintenance & Refurbishment

- Reading Room signage/noticeboard/s – repairs to the wrought iron work surrounding the sign need to be carried out (**Action - Ian Poulter to take it to forge at Whippingham**). New signwriting can then be carried out. (**Action – Peter Whiteman to organize this**)

It was agreed that 'Chillerton Club' should be removed from this and also from the sign on the gable end of the building. The Reading Room to be retained on the gable end sign. The 'hanging' sign could read 'The Gallybagger Inn' along with an appropriate image. (**Action – Marcus Baker to consult Gareth Rider on this**).

It was agreed that the owl noticeboard would no longer be needed and that a new noticeboard could be incorporated safely and away from the road with the hanging sign. **Action – Nigel Phillips to ask David Attridge where the signage used to be positioned.**

- It was agreed to accept Gareth Rider's offer to repaint the skirting board in the Village Hall with paint supplied by the Association. **Action – Marcus Baker to confirm this with Gareth.**
- Reading Room Signage - previously discussed.
- Reading Room/Gallybagger roof repairs – previously discussed.
- It was agreed that when the new carpet has been laid, the toilet and corridor walls will be re-painted in a colour to be agreed.

5. Scarecrow Festival 2021

It was agreed to try to stage the Festival later in the year, around the August Bank Holiday. It was acknowledged that scarecrows could be safely made, displayed and viewed even if some Covid-19 restrictions are still in place, but it was noted that most of the money generated by the Festival comes from provision of refreshments and if restrictions are still in place, this might not be possible to do. This would not necessarily mean postponing the Festival as it was agreed that the benefits to the community would still be worthwhile.

Action - A final decision on whether this is all feasible or not will be made at the April meeting.

6. Keys and Security

Committee members have been given new keys for The Reading Room and a record will be kept of this along with keyholders for the Village Hall.

Nigel Phillips has the sole key for the safe and it was agreed to acquire a second key for this which, along with a duplicate set of keys for various storage in both premises would be held by Chair, Peter Whiteman.

Action - key for The Reading Room to be given to Marcus Baker /Nicki Harrington. Nigel Phillips to have necessary duplicate keys cut.

7. Further Purchases for Consideration

- Phone line for The Reading Room – It was agreed that a phone line to enable contactless payments was needed but at this stage, only in The Reading Room. **Action – Marcus Baker to look into costs.**
- Cash Register for The Reading Room – This was agreed in principle. **Action – Marcus Baker to look into options and costs.**
- Stereo for playing music in The Reading Room – it was agreed that this might be unnecessary as music could be provide via the Wi-Fi instead.
- Fridge for The Reading Room – Marcus baker suggested that a cooler/chiller cabinet would be a better option. It was agreed to look into costs for this. **Action – Gill Phillips to research costs.**
- Artwork for The Reading Room walls. Steve Hoyle's offer of a large map of Chillerton to be displayed was accepted. The Memorial Board will be repositioned. It was discussed that a photo competition should be launched to both provide new artwork and encourage involvement with the community, with the 'winners' to be framed and displayed. A calendar of photographs could be produced annually - which will also generate income. **Action - Nickie Harrington and Jill Webster to devise and publicize the competition.**
- There was a lengthy discussion surrounding the necessary equipment (screen, projector, TV) and licences to both show films and live entertainment. Ian Poulter suggested renting equipment from Stage Gear. Nigel Phillips provided detailed information and costs regarding the necessary licences and various options together

with the costs. It was agreed that further investigation into demand and the costs was required. **Action – Nigel Phillips to provide a report for the next meeting.**

8. Resilience Project

It was agreed to authorize use of both premises in the event of a local emergency. Named individuals to be part of an Emergency Committee are Nigel Phillips, Peter Whiteman and Jill Webster.

9. Any Other Business

- Registration of the new Trustees has been carried out.
- The new Facebook page has been well received. It has been noted that there was an existing, though no longer maintained, Chillerton Club page. **Action - to prevent confusion with the new page, Nigel Phillips will ask David Attridge to delete the Chillerton Club page.**
- Documents have been uploaded to the Parish Council website. Updates to necessary Policy and Procedure documents will be carried out. **Action - Jill Webster to liaise with Parish Council Clerk**
- Minutes and Code of Conduct documents will be signed when restrictions have been lifted.
- Both premises remain closed under current guidelines and restrictions.
- It was agreed to continue having Andy Thompson to cut the grass at both premises as and when required.
- Wording in the promotion sheet, to be distributed at the same time as the Parish Council News Sheet, regarding use of the snooker table by members of the general public was discussed. It was noted that although repairs to it could be costly, that should not exclude non-Snooker Team members from using it as it is owned by the Association. Suggestions included that players under 16 must be supervised and asking that the Snooker Team provides tuition for beginners on a regular basis. **Action – Peter Whiteman to discuss use of the table with the Snooker Team.**

10. Future Agenda Items

- Film licencing (NP)
- Photo Competition (NH & JW)
- Purchase of new fridge/cooler cabinet. (GP)
- Installation of phone line (MB)
- Purchase of a cash register (MB)
- Costs for hiring a pool table (PW)
- Use of the snooker table.
- Paint for toilet and corridor walls

11. Safety Checks

These will be resumed when the premises are open once more to the general public.

12. Date of next meeting

The next meeting will be held on Thursday February 11th 2021 at 7pm either via Zoom or at The Reading Room.

The meeting was closed at 8.50pm

Signed..... (Chair)

Date.....