

Whaddon Village Hall and Recreation Ground Trust
4th March 2024 at 8pm

Present: Jonathan Birch - Chairman
Karen Coningsby – Secretary
Steve Coningsby, Claire Hales, Gabby Van Poorvliet,
Holding Trustee – Lee Ginger
David Grech

1. Apologies for absence

Apologies were received from Marine Boulter, Steve Argent & Peter Haselden

2. Declaration of Interest

There were no declarations of interest.

3. Minutes of previous meeting

Minutes of the meeting on the 15th January 202 were agreed and signed by Jonathan Birch.

4. Matters Arising

- **Web Site** – Jonathan Birch to email Councillor Nigel Studwick re update Village Hall page. **JB**
- **Heating** - The maintenance is due in March 2024. Will look around to see if we can find anyone else to undertake the maintenance.

Clothing Bank – We had an email regarding having a Clothing bank in the car park. Jonathan Birch had e-mailed Cambridgeshire Acre to see if they knew anything about this and they had not. It is a potentially good way of raising money. Claire Hales flagged that it could be a scam. Lee Ginger was concerned it could be a nuisance in the car park. It was also pointed out that there were several clothing banks in the area. The agreement was not to proceed with this. **JB**

5. Correspondence

No correspondence only email which have been sent to all trustees.

6. Building, Lettings and Maintenance

Light & Alarm check - Terry Allison checks lights and alarm.

Report on outside of Hall – David Grech has sent in an Observation report. Jonathan Birch had asked for the report so we could discuss on how the money moving forward could be spent. The report suggested the painting of the outside woodwork which is already in hand. **JB**

There is cracking to the external brickwork on both sides of the eastern corner of the rear block and the brickwork in this area is now slightly out of plumb. Whether this cracking is new, or is historic is uncertain, but I would strongly recommend some remedial works are undertaken. The long straight vertical joint in the brickwork facing the boundary is a clear line of weakness in this wall. The best course of action would be to appoint a Structural Engineer to inspect the cracking and advise on the repairs. A structural engineer is likely to need to have a builder dig down to expose what, if any, foundations exist at this corner and to better understand the soil conditions.

David Grech suspects there will then be a need to underpin this corner with concrete placed under the existing foundations, before 'stitching' the cracked brickwork with a combination of new bricks to replace cracked bricks and across the vertical straight joint, together with stainless-steel bed joint reinforcement (eg bricktor), but that will be for a structural engineer to advise. It maybe that this work is found to be covered by the building's fabric insurance, in which case the structural engineer's fees should also be covered.

Peter Haselden has already contacted the insurers and they have requested a quote. Taylor and Turner have been approached and will be coming out in the next week to supply a quote.

Surface Water Drainage. Most of the rainwater pipes disappear into the ground, where I assume they connect to some form of underground drainage. However, the rainwater pipe from the flat roof at the rear discharges onto the ground as does the nearby rainwater pipe from the main village hall roof. The two rainwater pipes from the veranda also discharge onto the tarmac. Consideration might be given to re-routing the gutter that collects the rainwater from the rear flat roof, so that it discharges into the existing rainwater pipe on the corner of the main hall (and therefore away from the corner where the settlement has occurred). A gulley might then be placed below this rainwater pipe to collect the water and to take it either to a soakaway (minimum 5 metres from the building) or to a suitable nearby combined foul and surface water drain. The downpipe from the veranda roof that discharges outside the corner of the kitchen should also be revised to avoid any risk of damage to the building's foundations. I am less concerned by the easternmost rainwater pipe from the veranda roof as that discharges onto the tarmac and appears to flow away from the building to be collected by the linear car park drain. One final observation on the surface water drainage; the gutters could do with a good clean out at some stage, and in particular there is quite a lot of plant growth to the stopped end of one of the gutters to the main roof, and a build-up of moss where that gutter discharges onto the veranda roof.

Veranda Roof. At some stage the former corrugated roof to the veranda has been replaced in Redland Cambrian slates, and the fascias and soffit replaced in uPVC. This roof has clearly 'dropped' at some stage, though the gutter remains correctly aligned and there does not appear to be any signs of distress to the uPVC elements, so this movement is likely to be historic (see photo overleaf). The pitch to this veranda roof is far too shallow for the Redland

Cambrian slates, which are only designed to go down a minimum pitch of 18 degrees, and there is a strong likelihood of rain water getting in under these slates via capillary action. This may, in turn, shorten the life of this roof, and I would recommend that it is periodically monitored. It was also noted that recent storms have dislodged two of the Redland Cambrian slates at the end of the veranda roof furthest from the road, and these should be reinstated.

External brickwork. Some of the external bricks appear to be quite soft and are showing signs of erosion, with deep pits and crevices. There is a strong likelihood of wind-blown rain entering the walls at these points, with a consequential risk of frost damage and further degradation of the brickwork. It should also be noted that, due to the insulation boards placed on the inside face of these walls, any moisture entering the walls can only dry out to the outside, and degradation within the structure of the wall may take place unseen. It would, therefore, be prudent to have a builder cut out and replace the worst of these defective bricks, and to make good any defects in the pointing to the brickwork.

Interior to main hall. Generally speaking, the interior of the main hall appears to be standing up to the building's heavy use remarkably well, though the space would benefit from redecoration. There are some minor cracks to joints in the plasterboard lining, but these would appear to be cosmetic, as there are no corresponding cracks in the external brickwork. There is also a slight drop in the floor across the full width of the hall, around the mid-point in the room. This may be the result of some misalignment of the new concrete beams to the replacement floor, or some initial settlement within that floor. At this stage I would suggest it is a matter to note, and to keep an eye on. One of the flooring tiles has lifted slightly adjacent to the entrance door, possibly due to expansion of the tile as a result of the underfloor heating. This tile should be trimmed back and re-bonded, to avoid a potential trip hazard.

Foul water drainage. I was not able to lift the manhole covers at the time of my visit, so I am unable to comment on the drains. It may be prudent to have a builder lift the covers and make sure the drains are all running cleanly at some stage. It might also be beneficial to have the drains surveyed using a CCTV camera to ensure that none of the early Victorian drains have become mis-aligned. However, if the drains are running cleanly that may not be an urgent matter.

Flat Roof. The flat roof to the rear section of the hall is in good condition and there are no signs of significant ponding or deterioration to this roof (see photo below). It is understood that the roof was installed in 2014 and it should therefore have another 10 years or so on its life, possibly more. Clearly at some stage this roof will start to deteriorate, and it would be prudent for the committee to budget for replacing this roof in say 10 years' time.

It seems that the insurance will cover this.

Paint outside of Hall – Stewart Littlefair has accepted to paint the outside of the hall. Starting date is in March. It was suggested that maybe June would be

better to paint the outside as the wood would be dryer. He could still come and do the preparation. Colours suggested were brown or sage green. Peter Haselden to agree with Stewart if he can do this in June. The committee need to agree on a colour. This decision will need to be made by the next committee meeting. Need update.

Garage – The plans and quote are out of date. The plans need to be reviewed and new quotes obtained and then presented to the Village Hall and Parish Council. It was estimated to do the rebuild of the garage would be over £50,000. After a wide ranging discussion, it was agreed that it would be better to refurbish the garage and add a shed or similar construction to add additional space. Peter Haselden to speak with David Grech.

Even for a refurbishment there will be additional money required. Once we understand the cost then the committee will need to see what grants are available and what further fund raising would need to be done.

PH

Jonathan Birch to discuss metal sheds with Peter Haselden. They are quite big, and we would probably need two of them. They come from Ashguard and would be cheaper.

Solar Panels – There was a follow up discussion on Solar Panels as an alternative and cheaper method of heating the village hall. It was agreed to investigate the cost of these plus what grants are available. There are grants available. We will need costings to get a grant. Jonathan Birch to email ACRE to see if there are any companies out there, we can approach for quotes. Jonathan Birch has managed to get 1 quote with a couple of options. Quote is from Cambridge Solar Company.

PH

Option A - 7.38 kWp system with 18 x JA 410 Wp panels and Solis inverter

JB/PH

System	Cambridge Solar bespoke design	10-year workmanship warranty
Panels	18 x JA Solar 405W All black	25-year performance warranty 12-year product warranty
Panel aesthetic	All-Black	
Inverter	Solis 5G - 6kW Hybrid	5-year warranty
Mounting system	On-Roof system using Schletter frame with Red tip roof anchors	

Annual generation	7,055 kWh	
Total system cost	£11,580.28	
Add a battery from	£6,789.52	

Option B - 7.83 kWp system with 18 x Hyundai 435 Wp panels and SolarEdge 6,000W Home Wave inverter

System	Cambridge Solar bespoke design	10-year workmanship warranty
Panels	18 x Hyundai 435w Mono PERC Shingled All Black	25-year performance warranty 25-year product warranty
Panel aesthetic	All-Black	
Inverter	SolarEdge 6,000W Home Wave inverter	25-year warranty
Mounting system	On-Roof system using Schletter frame with Red tip roof anchors	
Annual generation	7,485 kWh	
Total system cost	£13,936.88	
Add a battery from	£9,840.60	

Jonathan Birch proposed we apply for grants. We will need some more quotes. Lee Ginger insisted it is not for the Parish Council to discuss. Strong feelings is that we need to push for the panel's. Jonathan will look at what quotes we could apply for. Try Amey Cespa. Jonathan to ask Acre.

Cleaner cupboard light/ Disabled Toilet - Karen Coningsby asked Jonathan Burgess to have a look at the light in the cupboard and the hallway. The light in the cleaner's cupboard is now working. The light in the hall may be a sensor light. Also, the hand dryer in the disabled toilet is not working.

The hook for the door between halls.

Charity Commissioners - The website has been updated and report submitted.

JB

KC

7. Playground

Nothing to report from Jonathan Burgess. We have ROSPA inspection report and majority of it can be done by Jonathan Burgess. Jonathan Burgess has the report.

8. Finance.

Total income £9,074.59
Total Expenditure £8,045.26
Net Asset £36,967.36

9. Polices & Procedures

Safeguarding – Karen Coningsby to speak with Acre regarding who we contact in case of. Claire Hales asked the question.

Finance – Peter Haselden - needs doing by end of March.

Health & Safety

Access Statement

Complaints Policy

Conflict of Interest

Equal Opportunities

Trustee Statement

Volunteers Policy

All approved accept Safeguarding and Finance Policies.

10. Events

Film Night – Film was Top Gun Maverick. A good turn out and a profit of £170 was made. No more film nights until later on in the year probably October for first one.

Quiz Night – Jonathan Birch as offered to run one. Proposed date 11th May. **JB**

Race Night – Anita Birch has the CD for a Race night. Proposed date 28th September. **JB**

11. **AOB** – South Cambs came and had a look around the hall. They wanted to understand the size and what needs doing.

For the next AGENDA - Web Site update

Dates for this year.

2024

20th May

1st July

2nd September

4th November

6th Jan 2025

Meeting finished at 9.08pm.

Date of next meeting 20th May 2024 at 8pm