



Silverdale Village Institute

Established 1908

Registered Charity No. 1014665

Spring Bank, Silverdale, Carnforth, Lancashire, LA5 0TE

Minutes from Institute Committee

6th August 2015

Apologies: Chantel Greenall, Tim Stothert, Alex Finch, Andy Fletcher, Tony Houghton, Amy Burrows, Mike Woodbridge.

Present: Claire Kettlewell, Terry Bond, Jeanne Holden, Shelley Hackett, Angela Woods, Phil Craxford

Committee administration

1. Minutes of previous meeting - Matters arising therefrom

- Wait for planning authority reply on application.
- Alex Finch and Terry Bond still in the process of work required for the constitution.
- Legal Ombudsman. Now settled and permission given by the committee for use of the case details to be shared.
- Dog show. Successful event
- Awaiting Tony Houghton – refurbished bench on shore of similar construction to the proposed bench. Jeanne Holden to further research.

2. Treasurers report

Jeanne Holden gave the treasurer's report.

Fund currently stands at £11162.39. Funding events and other activities have raised £643.32. Regular monthly incomes are Language group £40.00 pm, Hall hire usually ~£50.00 pm, Toddlers group £40.00pm and ~£14.00 to £20.00 pm snooker players.

Outgoings have been – Insurance, services and hire of a shredder. Com-Serv were paid £75.00 for an invoice they raised which should have been raised in February.

Overall the Institute fund are in a good state however, further fund raising will be needed.

Notably - Toddlers sponsored event raised £100.00 – Thanks to Claire Kettlewell

Agenda Items

Invitation for members of the public to register wish to comment on any matters listed below:

Nikki Wilson-Cook – Could the committee re-consider planning application with a view to withdrawal of the planning?

Mr Nelson – Institute web site Constitution query – See Any Other Business.

Question of planning – 1m deep bowl. – See Any Other Business.

1. Formation of a Youth Club.

Claire Kettlewell, Corrine Woodbridge and Hellen Silvers wish to set up a youth club. Focussed on 11-16 year olds. Meeting once monthly. Claire asked to hold over further discussion until September meeting as people involved were not available due to holidays.

2. Project planning.

Deferred until September. (Note: this is to discuss the various areas were the committee have identified improvements needed and to ask people to split into groups to action these requirements. Other volunteers or specialists could be asked to help the Institute)

3. Snooker Club Representative.

Alex Peach came forward as a possible representative. Phil Craxford had offered to try and help the snooker players in the meantime with refurbishment of the facilities. Decision that further action to maintain or improve facilities will be held over until a snooker representative is in post as the expertise on what may need fixing or purchasing would be better coming from a player.

4. Basketball nets.

Tim Stothert had messaged us that work was still in process however, the initially intended position on the corner of the building is now seen as not suitable so alternative arrangements were being discussed.

5. Any other business

Review of accident book. No accidents reported. (Note: New Accident book is in place that complies with

Dog mess – Shelley found 2 lots. Signs needed. (Shelley Hackett will action, please also add to next agenda). Provision of dog bags on the or next to the bin was suggested. Terry Bond pointed out that committee would be responsible for supply and clean-up of these items.

Mr Nelson – The scheme or constitution should be on display could this be made available? Terry Bond noted that Alex Finch was still in the process of updating the document in line the Charity Commission's instruction. Once this work is completed the new document will be made available. Could we get an update at the next meeting?

Mr Nelson – A question of the joint chairmanship on how the chairman's casting vote would be interpreted if 2 people are acting as chairman? The committee did not have the information to hand to give a response but would take the point away and look into it. (Note: Since this item was raised Claire Kettlewell has relinquished the role of chairman to concentrate on the work required for the Toddlers and Youth Club).

Instant electric hot water tap. Steve Holden has volunteered to fit it. Plug in unit costs £60.00. (Jeanne Holden to action).

Plans sent to LA for approval vary from those supplied by the design company. It was determined that the design company's plans were in error and that the depth of the scooter bowl would be 1 meter.

Question raised on Local Council's requirement for DBS. Toddlers are supervised by parents and therefore there is no need to comply with this requirement. DBS will be complied with if that becomes necessary in the future. A number of committee members noted their familiarity with the rules regarding this issue.

Chairman: _____ Secretary: _____ Date: _____