

Winsford Village Hall

Minutes of a WVH extraordinary committee meeting (to discuss next actions on the replacement of WVH windows) held on Tuesday 8th July 2014 at 6.00pm.

Present

Sue Hayes (SH) Chairman and Booking Secretary

Steve Hunt (SAH)

Robin Lockwood (RL)

John Titcombe (JT)

Ian Whybrow (IW)

Dave Williams (DW)

1. **Apologies** – none
2. **Windows update.** Following a visit to WVH, Exmoor Windows of Minehead has provided a quotation covering alternatives for the replacement of the six windows in the main hall.

The first proposed the opening hinged at the top (outwards), with a lower transom line (than the existing), at approximately the midpoint of the depth of the window.

The second proposed the same transom line, but with the opening at the bottom (inwards) with a tilt and turn mechanism.

Both proposals would provide more ventilation; have a reduced number of panes and a 70mm gap between panes (bigger than the existing).

Exmoor Windows drawings for both proposals are attached to the e-mail accompanying these minutes.

SH had arranged a visit to Exmoor Windows to view the proposals but, whilst helpful, this had not been entirely satisfactory with the physical samples of the proposals not being available to view.

The meeting discussed the proposals & with the understanding that the opening latches could be reached & the opening itself was above head level outside, came to the decision that the 1st proposal was preferred. The 2nd proposal was regarded as too cumbersome & would be too intrusive when opening into the hall.

SH advised that she had spoken to the Park who confirmed that planning permission would be required. She had further obtained the appropriate application forms. NB a submission can be made on line. The cost of the application would be £300. However, as WVH is a registered charity, this may be reimbursable.

The submission would need to be supported by a location plan (map); a site plan; photographs of each existing window, a cross section drawing of the new windows and a detailed justification.

SAH offered to make the submission; obtain the location plan and obtain the cross section drawing from Exmoor Windows.

Action SAH

SH offered to take and supply the photographs; find a site plan and provide to SAH.

Action SH

The meeting closed at 6.45pm.