

FORM 1: FIRST STAGE ELIGIBILITY CHECK

Name of Group: Whimble Victory Hall

Application Eligibility

Criteria	Yes	No
Is the application form <i>complete</i> ?	X	
Is the form <i>signed</i> ?	X	

Group Eligibility

Criteria	Yes	No
Is the group a registered charity and standard Village Hall?	X	
Is there a copy of the group's governing document? E.g. trust deed, mem & arts, constitution.	X	
Is there a long-term lease (i.e., 28 yrs or more from time of application) or is the land free-hold?	X	
Is there a copy of the most recent annual accounts?	X	
Is there less than one year's running costs in reserve?	X	

Project Eligibility

Is it an admissible type of project?	X	
Are there drawings or builders specifications, if applicable?	X	
Is the proposal not solely for land purchase?	X	
Have the works not yet started? NB: earlier phases and professional fees are admissible.	X	
Is it for capital works only?	X	
Will there be likely spend in 12 months from time of approval?	X	

Costs Eligibility

Are there 3 quotes or a 'bill of quantities'?	X	
Is the grant requested no larger than £5,000?	X	
Is the overall project no larger than £750,000?	X	
a. Is the grant requested no larger than 1/3 of the overall project costs?	X	
b. Is there 1/3 of the funds from the group? NB. This is flexible, as long as the whole 2/3 is not from sole, large source e.g. lottery	X	
Do funding gained and cost of project match?	X	

ASSESSOR Comments:

All the other funding comes from the Victory Hall itself.

FORM 2: PRIORITY ASSESSMENT

Minimum score for each = 0, Maximum score for each = 5

	ITEM	Max. Score	Score Given
1	To what extent is the hall, itself, needed by the local community?	5	5
Comments: Whimble has a scout hut and a cricket club bar available for hire but the scout hut is in poor condition and the cricket club is on the edge of the village and is just a bar. The hall is used every day by the local primary school and pre-school and there are over 20 other regular user groups. It's also in use most evenings and weekends.			
2	To what extent are the works needed?	5	4
Comments: The floor is not fit for purpose, maintenance on the existing floor isn't possible anymore. Children have been injured and dancers have cancelled their bookings. A new floor would reduce incidents and increase the sustainability of the hall.			
3	To what extent has the project been developed with community support?	5	5
Comments: Users have complained and the dance class has cancelled their booking. All regular users were surveyed in January 2019 and the highest area of concern was for the floor.			
4	How well is the project planned (including works, advice and disability access)?	5	5
Comments: Well planned, with three quotes provided.			
5	How realistic is the funding package?	5	4
Comments: The hall itself is providing all the other funding. Would have been nice to see other sources as well.			
Total Score:		25	23

ASSESSOR Comments:

FORM 3: SUMMARY SHEET FOR COMMITTEE

Name of Hall:

Whimble Victory Hall

The current hall floor has become unusable and can no longer be maintained. The hall is very well used every day by the school and pre-school and a wide variety of user groups. The floor is the largest concern of users, and dancers have already cancelled their booking due to the floor. Whimble has a scout hut and a cricket club bar available for hire but the scout hut is in poor condition and the cricket club is on the edge of the village and is just a bar. The project is well planned and they have all their other funding in place, which is all coming from the hall itself.

Total Project Cost:

£18,150

Award Requested

£5,000

Recommendation

£

Funding Package:

Unconfirmed Funds:

£0

Shortfall:

£0

<u>Funds Applied For or Raised</u>	<u>Amount</u>	<u>In hand? Yes, No, or Unsuccessful</u>
Parish Council	£0	
Fundraising	£0	
Hall contribution	£13,150	
Grant:		
None	£0	
Total (if we give our grant)	£18,150	

Priority Scoring:

ITEM	SCORE (0-5)
1. Need for Hall	5
2. Need for proposed works	4
3. Local support	5
4. Planning of project	5
5. Funding package	4
TOTAL SCORE:	23

Assessment Summary:

East Devon District Council

Community Building Fund Application Form

2019 / 2020

Please read the guidance notes thoroughly before completing the application form.

IMPORTANT- If your application is incomplete by the deadline, it will not be assessed and will be returned to you.

Data Protection

Any personal information which you provide will be held and used by East Devon District Council for the purpose of your grant application. Your information will be held temporarily by SNAP Surveys Ltd who provide the software used for the application. Your information may also be shared within East Devon District Council for the purposes of carrying out our lawful functions. Otherwise your personal information will not be disclosed to anybody outside East Devon District Council without your permission, unless there is a lawful reason to do so, for example disclosure is necessary for crime prevention or detection purposes. Your information will be held securely and will not be retained for any longer than is necessary. There are a number of rights available to you in relation to our use of your personal information, depending on the reason for processing.

Further detail about our use of your personal information can be found in the relevant Privacy Notices which can be accessed online:<http://eastdevon.gov.uk/privacy>

SNAP Surveys Ltd Privacy Policy:<https://www.snapsurveys.com/survey-software/privacy-policy-uk>

Eligibility checklist

1 Please answer the following questions. If you answer 'No' to any of them your project isn't eligible for this funding.

If your answer is 'No' to any of these and still submit an application, your application will not be considered and will be returned to you.

	Yes	No	Does not apply
Does your total project cost between £4,500 and £750,000?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your application to us for between £1,500 and £5,000?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you have the vast majority of your match funding from other sources in place?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your community building or community shop in an area not covered by a town council?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your community building or community shop in East Devon?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
If the application is for a community building, is it used by a minimum of three separate and distinct user groups?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you have permission from all the relevant organisations and people to carry out the project?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your project a capital project for non-removable items (not to help with running costs, routine repair or maintenance nor removable items such as chairs and crockery)? Please refer to guidance.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

2 Have you been awarded funding through our Community Buildings Grants scheme in the last two years?

- Yes - if yes, you aren't eligible for this funding
- No

A - Your contact details

3 Name of your community building:

Whimble Victory Hall

4 What Parish is your community building in?

Community buildings in Town Council areas are not eligible.

Whimble

The contact details below will be removed before the application is made public as part of the agenda and minutes of the decision making meeting. Please see section F and the start of the questionnaire for further information.

5 Main contacts name, position on the Committee, and address (including postcode):

Rob Davis, Vice Chair 39 Slewtown Crescent Whimble EX5 2QA

6 Main contacts phone number:

07866766824

7 Main contacts e-mail (IN BLOCK CAPITALS):

ROBERT.DAVIS23@GOOGLEMAIL.COM

B - The legal status and management of your community building

8 Are you a registered charity?

- Yes
 No - please move onto question 9

If yes, what is your number?

291496

9 Is your governing document a....

- Trust Deed
 Conveyance
 Lease
 Charity Commission Scheme
 Other - please write in below:

10 In whom is the property vested? E.g. who are the holding/ custodian trustees?

- Named trustees
 Parish Council
 Official Custodian for Charities

11 Is your community building:

- Freehold
 Leasehold - please tell us how many years remain on the lease:

12 Are there any restrictive covenants in your governing document?

- Yes
 No - please move onto question 13

If yes, please specify:

C - About your project

13 Are there any other community buildings in the parish? If so, please tell us what they are and explain why the community building you are applying on behalf of is needed as well as the others.

Whimple has a scout hut and a cricket club bar which are both available for hire. The scout hut is a prefabricated building in poor condition and is only available for hire by special arrangement with the scouts. There are no publicly available hire rates. The cricket club is situated on the edge of a village and is just a bar; there is no larger area available for community activities.

14 Please explain in detail how regularly is your community building used and who uses it?

The Victory Hall is used every day during term time by the local primary school (for assemblies, PE, performances, breakfast clubs and lunches) and Pre-school (who use the rear room). There are approximately 20 other regular user groups including the village Over 60s Club, History Society who use the hall for weekly activities such as dance classes, yoga, zumba, bowls, wine tasting and film screenings. The hall is also used for private parties and is typically in use most evenings and Saturdays.

15 What is your project?

Please check the rules to make sure your project is eligible. In particular we can't fund routine maintenance and repair costs.

An ambitious project to completely replace the existing floor of the main hall with a new fully sprung, solid wood structure.

16 Why do you want to carry out this project, why is it needed and what difference will it make?

The hall is celebrating its centenary in 2020 and the current floor is not fit for purpose. It is uneven, splintered and has holes in it. Routine maintenance on the existing floor is now no longer possible as the pine wood is too thin to be sanded again. Children have been injured during PE lessons and dancers have complained that heels are getting stuck in the holes. A new sprung floor would improve the experience for existing users and make the hall a more attractive as a venue for dance and fitness instructors

17 How do you know this work is needed? Who and how have you consulted?

Existing users have reported problems with the floor and flooring contractors have confirmed that the current pine floor can not be sanded again. In January 2019 all regular users were asked for their comments on the future of the hall and, of the responses, the highest area of concern identified was with the floor.

18 Has planning approval been given?

- Yes- Planning application reference: _____
- Not required
- No- If no, why not:

19 Has building regulation approval been given?

- Yes
- Not required
- No- If no, why not:

20 When do you intend to start this project and how long is work likely to take?

August 2019. 10 days.

Query - The deadline for application is 24 June, applications will be considered at the very end of July, you will receive a grant offer letter (if successful) in early August. You will not be able to start work on any part of your project until, if successful, we have received your signed grant offer letter back. This means you wouldn't be able to start work until at least mid-August. Would this be ok?

Answer - the start date, I understand the rules. However we are constrained by the school holiday dates (the school use the hall in term time) so the work has to be done in the latter half of August and is expected to take ten days

D - Project costs and match funding

21 Can you claim the VAT back on any of your project costs?

- Yes - please apply for the costs without including the VAT you can claim back
- No - please apply for the project costs inclusive of VAT

22 Project costs (£)

Purchase of land	0
Purchase of building	0
Construction work	15125
Adaptation/ repair work	0
Fixtures and fittings	0
Car park	0
Other (please specify below)	0
0	
Professional Architect Fees	0
Professional Surveyor Fees	0
Professional Solicitor Fees	0
Disability access audit	0
Safety planning supervisor	0
Planning application/ Building Regulations	0
VAT	3025
Inflation/ contingency	
Total Cost	18150

Please send us copies of quotations for the project, we would expect quotations from a minimum of three companies. If you don't send quotations you won't be eligible for the funding.

We went with the Roger Hyde quote for solid beech because it was only marginally cheaper (£1k) than an engineered alternative. We didn't go for the under stage option because that area isn't causing us problems at the moment and we could always opt to do that at a later date.

Harlequin floors were far more expensive and we didn't see any merit in spending more than we needed to.

Devon Wood Flooring quoted for an engineered floor which again was almost as expensive as the solid wood option which we have chosen. They also quoted for a vinyl floor, which would be cheaper (approximately £10k) but have a much shorter lifespan so we thought the solid wood floor would be much better value.

23 Match Funding (£)

We do prefer to be final funder, please make sure you have at least the vast majority of your funding in place before applying

Grant you are requesting from EDDC 5000

Your contribution 13150

Grant from Parish Council- is this confirmed? 0

Other (please specify below and send evidence where possible)

Total 18150

Shortfall 0

Query - Councillors on the grant making panel do prefer to see a contribution, even a small one, from the local parish council. Have you approached the parish council to see if they could contribute anything?

Answer - applied to the parish council for a small grant in March for this project but the clerk advised me that there was no money left from the precept for this year and therefore they couldn't contribute.

E - Your finances

Please send your most recent set of approved annual accounts to us

Query - In your accounts, you have a lot in your rebuilding fund, is that where your £13,150 will be coming from for the floor? Please could you just explain a bit about the rebuilding fund, what it is and what it is to be used for.

Answer - The building fund has accumulated over the last decade and was intended to be used for big rebuilding projects. However the floor is in such a poor state and affecting bookings (we just lost our dance class) that we have to do something. We are currently running a village wide consultation on the future of the hall which has involved 2 public forums and the distribution of 1200 questionnaires.

F - East Devon District Councillor comments

24 Please ask your East Devon District Council Ward Member(s) for their comments on your project and write their name(s) and comment(s) in below:

If you don't know who your EDDC Councillor is you can find out online here: www.eastdevon.gov.uk/council-and-democracy/who-is-my-councillor/

Kathy Mclauchlan Councillor for Whimple and Rockbeare Ward East Devon District Council "To whom it may concern, I wish to add my support for the fundraising and grant raising activities the volunteer Trustees of Whimple Victory Hall have been involved in to replace their hall floor which is in desperate need of upgrading. The efforts by the trustees to raise money have been to date, outstanding. This hall is steeped in history and is the hub of our community life here in Whimple. They have regular activities including dance lessons which, without doubt, have kept many of the community engaged in maintaining a healthy lifestyle alongside many other activities that also provide vital means for individuals to socialise, meet regularly and welcome new residents to the village. It would be calamitous if the funds cannot be found to replace the current old and dilapidated wooden floor. I therefore fully support this grant application."

Section F- Checklist

25 Please check that you have included / sent the following with your application:

- Copy of governing document
- Details of offers / grants from any other funder / organisation
- A minimum of 3 quotes for total project costs
- Copy of most recent set of approved annual accounts

Optional documents to send us:

- Photographs, specifications and drawings
- Extract from your Parish Plan / Neighbourhood Plan
- Evidence from consultation e.g. letters of support from users
- Other

Please send all accompanying information by post or by e-mail to us:

Post: Jamie Buckley, Engagement and Funding Officer, East Devon District Council, Knowle, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ

E-mail: jbuckley@eastdevon.gov.uk

26 Please click in the box below to indicate that you have understood that East Devon District Council is subject to Freedom of Information legislation. Unless your information is classed as confidential or protected under data protection legislation and policies it will be made public. This will be in the form of the agenda and minutes of the decision making meeting and to fit in with any other Freedom of Information requests. If any information you have given is exempt from disclosure under the Freedom of Information Act, it may be redacted before the remainder is published.

Find out more here: <http://eastdevon.gov.uk/access-to-information/freedom-of-information/>

If you don't tick this box your application can't go forward.



27 Signature of applicant:

Robert Davis

28 Date:

24/05/19

Please complete this application form in full and click on the 'submit' button below to send your answers to us

Whimble Victory Hall

Balance Sheet 31st May 2018

	£
Debtors	1,363.59
Current Account	20,080.55
Deposit Accounts	61,017.46
Rebuilding Fund Deposit	15,386.77
Sundry Creditors	(348.07)
Net Assets	97,500.30
Available	
Reserves	5,000.00
Rebuilding Fund	<u>92,500.30</u>
	97,500.30

Whimple Victory Hall

Profit and Loss Account for the Period Ending 31st May 2018

Income	£	Expenditure	£
Hire of Hall Facilities	23,410.11	Heating (Fuel Oil)	1,916.31
Donations	62.40	Water	1,020.00
Function Income	-	Electricity	1,915.00
Bank Interest	<u>321.12</u>	Insurance	881.62
Sub Total	23,793.63	Repairs and Maintenance	2,192.60
		Ground Maintenance	685.00
Fund Raising		Postage & Printing	482.46
Village Week	-	Lottery/Licenses	172.40
Other	-	Sinking Fund	-
Soup & Sarnie	<u>2,799.27</u>	Performing Rights	-
		Chubb Service	86.40
		Cleaning	4,167.27
		Health & Safety	-
		Sundry	6.00
		Adverts	-
Total Income	26,592.90	Devon Comm Council	<u>267.08</u>
			13,792.14
		Surplus/Deficit	12,800.76

Whimpe Victory Hall

Notes to the Account for the year ending 31st May 2018

	£
Debtors	
May Month Invoices	1,285.51
2743 Sporty Stars	31.50
2739 Wine Club	10.58
2745 Tiger Style	21.00
2743 Povey	<u>23.20</u>
	1,371.79
Overpayment	<u>(8.20)</u>
	1,363.59
Creditors	
Village Week	<u>348.07</u>
	348.07
Bank	
Term Deposit	60,145.40
Scottish Widows	15,368.77
Deposit A/Cs	B&M 167.91
	General <u>704.15</u>
	76,404.23
Current A/C	<u>20,080.55</u>
	96,484.78

Auditors Certificate

We certify that we have audited the books and records of the Whimpe Victory Hall for the year ending 31st May 2018 and that the accounts are in accordance with the books, records, and information supplies.

To the best of my knowledge and belief the accounts give a true and fair view of the financial position of Whimpe Victory Hall for the year ending 31st May 2018.



Signed: Geraldine Coates Accounting (Auditor)

Date: 22/8/2018



Devon Wood Floors Ltd
The Wood Floor Specialist
Contract and Domestic

Devon Wood Floors Ltd
6 The Drive
Farringdon
Exeter
EX5 2JD

01395 542510
sales@devonwoodfloors.co.uk
www.devonwoodfloors.co.uk

Registered in England No 07336365

12 December 2018

Mr David Myers
Whimble Village Hall
School Lane
Whimble
EX5 2TS

Dear Mr Myers

Further to your enquiry for flooring.

To take up existing carpet pine floorboards de-nail joists and disposal of waste.

For the sum of £1286.65 + VAT

Replace each joist as required £148.70 + VAT per joist

Insulate in between joists using 80mm thermal insulation board and spray joists with anti wood worm treatment.

For the sum of £2332.86 + VAT

Supply and fit European engineered oak plank flooring 180mm x 20/6mm in mixed grade to manufactures specification as a secret nailed floor, apply 4 coats of bona traffic HD heavy duty floor seal.

For the sum of £10894.91 + VAT

Supply and fit 22mm chipboard flooring sheets fixed down using screws, supply and fit vinyl floor covering to manufactures specification using pressure sensitive flooring adhesive.

For the sum of £6767.46 + VAT

Yours faithfully

Anthony King

Anthony King
Managing Director

Terms of business: A deposit of 30% required with order and the balance due on completion of the works. Prices are valid for 30 days.



British Harlequin plc
Festival House, Chapman Way
Tunbridge Wells, Kent TN2 3EF

Freephone 0800 28 99 32
T +44 (0)1892 514888
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enquiries@harlequinfloors.com
www.harlequinfloors.com

18 December 2018

Mr David Myers
Whimble Victory Hall
1 Henry Lewis Close
Whimble
Devon
Somerset

Dear Mr Myers,

Whimble Victory Hall – School/Dance Floor

Thank you for your enquiry regarding the above project and I am pleased to detail below our estimate for the installation of Harlequin Fiesta vinyl flooring.

To take up and dispose of original floorboards, strengthen or replace beams, add noggins and plywood.

To supply and install Harlequin Fiesta vinyl into an area of 148 square metres. 6mm plywood to be fitted to provide a smooth, even surface. Vinyl to be installed into adhesive with seams welded. Threshold strip to be provided at doorway as necessary.

Total: £21,266.68 + VAT

Please note that the above estimate is subject to an additional site survey and assumes that no other trades will be working in the room at the same time and that the room is free of all other trades' refuse, packaging and other such surplus materials. If this is not the case, and if our floor-layers are requested to remove such material, our standard rate per man per hour will apply.

Installation time of the above is estimated at 6 working days and we require at least 5 weeks' notice to commence installation. Please note that during school and college holiday periods our schedule can be booked up to three or four months in advance. To guarantee a booking in our schedule we require an order in writing.

Estimate valid for 30 days from date of issue. Standard payment terms 100% in advance. Credit terms negotiable. (Subject to satisfactory credit reference).





Supply or installation of Floor Protection is not included in this estimate, however it is a regular service Harlequin Floors offer. If required it will be chargeable at an extra cost, please contact us for details.

Any order from you which we accept is subject to our Conditions of Sale, which are attached to this estimate. By placing an order pursuant to this quote, you agree that if we accept the order our Conditions of Sale will apply to our supply of goods and/or services to you to the exclusion of any other terms you may seek to rely on.

All Harlequin Product Guarantees are subject to you: (a) installing the Goods in accordance with our installation instructions; (b) using and maintaining the Goods in accordance with our instructions; and (c) if we are installing the Goods, preparing the installation site in accordance with our installation Specifications.

If you need any further information, please do not hesitate to contact us again on 07551 152823 or email me at keith.brough@harlequinfloors.com

Yours sincerely

Keith Brough
Technical Sales
British Harlequin plc





Roger Hyde Limited
The Floor and Surface Experts
Since 1968

Roger Hyde Limited
Valley Park, Hook Lane
Hadleigh, Suffolk IP7 5PH
Tel: 01787 463348
Email: info@rogerhyde.co.uk
www.rogerhyde.co.uk

David Myers
Whimble Victory Hall
School Hill
Whimble
Exeter
Devon EX5 2TS

Project Reference: 19-005-2

22 January 2019

Dear David,

It was good meeting you last Thursday, thank you for your time and courtesy. As discussed, we looked at the samples and Boen Strongline engineered beech or oak and Junckers solid beech have been dispatched to your home address. I would recommend Boen as more stable, cheaper and durable. It also has an adequate wear layer for multi-purpose hall.

We can complete the minor repair works to the sub-floor by additional fixings with existing to prevent joists from 'bouncing' or replace if they are rotten.

The works will take 7-10 days as previously advised and recommend we commence Monday 29 July 2019.

I measured the overall floor area, please note the Main Hall is 125m² (8.22m x 14.66m plus left of stage side corridor 1.04m x 3.09m), Stage remains the same 25m².

Other notes as follows;

-) The existing floor is unknown pine plank.
-) We recommend replacing the floor, as this will be more hardwearing, durable and easier to maintain.
-) We would recommend an engineered wood option for older building than solid wood as more stable.
-) I found no signs of moisture or damp underneath or in the surface or up the walls, the floor void underneath is adequate. RH 45%, MC wood 8-10%, temperature 11C.
-) There are 3-4 areas of sub-floor joists to improve or replace.
-) Usage of the Hall include: Dancing, school usage, lunches and after school activities.
-) There maybe some redecoration following the replacement flooring works.
-) Door adjustments are to be undertaken by others.
-) Please note that with any surface, it will need weekly sweeping/vacuuming and spot mopping. Maintenance details to follow.
-) Please note that we provide a 12 month Workmanship Guarantee with all our work. We are a family company and take care and pride with all our customers, providing 6 monthly courtesy calls and I am more than happy to call in at anytime.
-) Please allow 7-10 days to complete the works, depending on the option chosen, with manufacturers requiring 8 weeks' notice to enable delivery of materials. A 50% deposit to secure resources will also be required.

I await your further instructions, but please do not hesitate to contact me with any queries.

Yours sincerely,

Edward Hyde



Your Quotation: Option 1 – Boen Strongline Engineered Beech or Oak

We pride ourselves on our thorough preparation, which includes; preworks site management visit, uplift/dispose existing flooring, check sub-floor and level, check sub-floor moisture, supply and install 21mm Boen engineered Strongline beech or oak flooring, supply and install primed white or solid wood 20mm x 90mm skirting and 3 x single/2 x double ramped transition trims in wood or aluminium. Any door adjustments are not included.

Description	Details
Floor Area and Sizes	Main Hall-125m2 plus wastage (8.22m x 14.66m + 1.04m x 3.09m)
Floor Type	Under Stage-25sqm (3.1m x 8m) Boen Engineered Strongline 21mm x 139mm x 2200mm beech or oak
<i>Prelimaries</i>	<i>£ 100</i>
<i>Pre-Works Check</i>	<i>£ 150</i>
<i>Uplift & Dispose Flooring</i>	<i>£ 800</i>
<i>Supply & Install Boen Flooring including making good sub-floor</i>	<i>£ 12,867</i>
<i>Skip</i>	<i>£ 350</i>
TOTAL	£ 14,267
<i>Under Stage Option</i>	<i>£ 2,992</i>

*E&OE. All prices are in GB pounds, exclusive of VAT, and are valid for 6 months assuming no changes in suppliers' prices.
This quotation is subject to Roger Hyde Limited's Terms and Conditions of Sale.*

Your Quotation: Option 2 – Junckers Solid Beech

We pride ourselves on our thorough preparation, which includes; preworks site management visit, uplift/dispose existing flooring, check sub-floor and level, check sub-floor moisture, supply and install 22mm Junckers SylvaSport Premium solid beech, supply and install primed white or solid wood 20mm x 90mm skirting and 3 x single/2 x double ramped transition trims in wood or aluminium. Any door adjustments are not included.

Description	Details
Floor Area and Size	Main Hall-125m2 plus wastage (8.22m x 14.66m + 1.04m x 3.09m)
Floor Type	Under Stage-25sqm (3.1m x 8m) Junckers Solid SylvaSport Premium 22mm x 129mm x 3700mm beech
<i>Prelimaries</i>	<i>£ 100</i>
<i>Pre-Works Check</i>	<i>£ 150</i>
<i>Uplift & Dispose Flooring</i>	<i>£ 800</i>
<i>Supply & Install Junckers Flooring Including making good sub-floor</i>	<i>£ 13,725</i>
<i>Skip</i>	<i>£ 350</i>
TOTAL	£ 15,125
<i>Under Stage Option</i>	<i>£ 3,218</i>

*E&OE. All prices are in GB pounds, exclusive of VAT, and are valid for 6 months assuming no changes in suppliers' prices.
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Roger Hyde Limited

The Floor and Surface Experts
Since 1968

Roger Hyde Limited
Valley Park, Hook Lane
Hadleigh, Suffolk IP7 5PH
Tel: 01787 463348
Email: info@rogerhyde.co.uk
www.rogerhyde.co.uk

Guarantee

A 12 months' guarantee is given as standard on all our workmanship which is signed by our Managing Director upon receipt of final payment.

Payment terms

Our payment terms are strictly 14 days from the date of our invoice. We require a 50% deposit to secure our resources, with the balance to be paid on completion. Our prices include the provision of all preparation materials, equipment and trained, skilled labour (CSCS card holders). If delays are encountered and not caused by Roger Hyde Flooring Ltd, it may have a significant impact on the project. We do reserve the right to charge our hourly rate of £40 plus VAT per man for any delays encountered.

Sign off will be requested following the finishing of the works (this will be emailed to you for your signature and return).

Notes

Please note that we do require unrestricted access to the site for the duration of the work with the floor area completely cleared before commencement of the works. A 240volt supply within 5 metres of the working area is required for our machinery, together with an adequate lighting supply. Please confirm whether parking is available on site or where the nearest parking can be found. Unless otherwise stated, normal working hours are assumed being 8am to 6pm. If access to on-site waste disposal is not available, a cost for skip hire will need to be added to our quotation.

The Customer will provide secure and watertight storage accommodation for the materials delivered to site for the duration of the work. Unless otherwise stated in the quotation, the protection of the works is entirely the responsibility of the Customer and we can accept no claims for damage to the works caused by others.

Room requirements:

A dry condition to BS8203 with a minimum of 35% and maximum 65% Relative Humidity with a Temperature range between 18°C minimum and 25°C maximum

The building must be air and watertight prior to work commencing, heating and lighting systems must be completed and operational for the duration of the work. However, we do request that any under floor heating be switched off during the works (please ensure the manufacturer's guidelines on under-floor heating, and its use, are strictly followed. Temperatures set too high or turned up too quickly can affect the floor and guarantees could be void).

Maintenance

We strongly recommend that the manufacturer's guidelines on maintenance should be followed at all times. We will provide you with recommendations for the maintenance and upkeep of your flooring, as well as all relevant maintenance information.

Enclosures

Roger Hyde Limited's standard terms and conditions.

Kathy Mclauchlan
Councillor for Whimple and Rockbeare Ward
East Devon District Council

8th May 2019

kathy.indie@yahoo.com

"To whom it may concern,

I wish to add my support for the fundraising and grant raising activities the volunteer Trustees of Whimple Victory Hall have been involved in to replace their hall floor which is in desperate need of upgrading.

The efforts by the trustees to raise money have been to date, outstanding. This hall is steeped in history and is the hub of our community life here in Whimple. They have regular activities including dance lessons which, without doubt, have kept many of the community engaged in maintaining a healthy lifestyle alongside many other activities that also provide vital means for individuals to socialise, meet regularly and welcome new residents to the village. It would be calamitous if the funds cannot be found to replace the current old and dilapidated wooden floor. I therefore fully support this grant application."

Yours faithfully

Kathy Mclauchlan

Re: The Future of the Victory Hall

From: Wendy Richards (wendyrichards@icloud.com)

To: ali.tierney1@btinternet.com

Date: Tuesday, 5 February 2019 16:30 GMT

Hi Ali, How great that you have a celebration with the hall being 100 years old!

Such a big milestone deserves a big village celebration and how better than to hold any celebrations at the hall itself.

I have spoken to Tina and to Sarah who helps with the class and we all agree that the locations is key to the village and where it is at present is ideal, the centre of the village with the Thirsty Farmer close by it is not far from the Church and the other hub of village life.

The parking is ample for our needs and out of our 4 venues used for dancing Whimble is not the smallest but the size of our class works well in the hall.

If our classes increased we would struggle to accommodate everyone dancing at the same time. Whimble is our second smallest hall and when we have a full class - approx 14 at present - it works well. We only find that because dancers learn at different levels we do have to split Beginners from the intermediates and this is when they clash slightly.

So thinking about the size although it works it could be a bit larger, this would then be great for dances where people need tables to rest drinks on etc whilst dancing.

On the down side - we struggle with the floor. Whilst we appreciate that when so many different clubs and different activities are using the hall it is hard to maintain a smooth spotless floor to dance on. We encourage our dancers to buy and wear suede bottomed shoes for maximum comfort and to be able to swivel their feet without getting problems with knee and ankle joints.

When looking for venues we always stay clear of concrete floors as can only dance on pure wooden floors.

We discourage the wearing of trainers to dance in as they are not suitable although most do - the find that most dancers do buy the correct shoes but the floor in the Victory Hall has not treated our dance shoes very well. I and Tina tend to wear our older shoes as have had a few occasions where we have stepped in something sticky - i think from the use of the school? But all this is acceptable and we would not have stayed at Whimble so long as we have if it had been a real problem.

There are a few areas of the floor that badly needs repair as we had a lady step back towards the wall and her heel went down between a gap in the floorboards. We then put chairs along the side so that it did not happen again and I think this has been reported back to you by friends of ours that are involved with the hall?

Dance TW Exeter are very happy at Whimble and we love our Mondays in the village, we could do with a few more but who knows who will join when we come back at the end of this month.

Thanks to you Ali and the team behind the upkeep of the hall for all your help and hope Whimble can come to a solution for the hall

Wendy Richards
wendyrichards@icloud.com

I was horrified to find that the smoke alarms were covered with cling film which is a fire risk and surely there is a health and safety issue here.

The kitchen is disgusting by the ovens the floor is thick with grease and there were mouse droppings all over the floor. No wonder we have vermin if the basic hygiene rules are not adhered to.

Structurally The stage is on its last legs, the Whimbletons did some repair work a couple of years ago that was a temporary fix to reinforce it. The steps giving access to the stage from both sides are totally unsafe and it is only a matter of time before someone falls through them again. (it was me last time)

The whole floor in the hall is a mess and I agree that some money needs to be spent on it.

The room the children have for Play group is awful and we need to re house the Billiard table as it is just an unsightly beast that is in the way of everyone using the back room. If we must have a billiard table can we not get a less heavy and bulky that can be moved around?

The toilets could do with some sort of a makeover, and the kitchen of course.

It is annoying that people pay to use the hall and the facilities and end up having to clear the place down before they can use it and then be made to put everything back.

If you rent somewhere it should be available to use straight away and not include moving very heavy items out before the hall can be used.

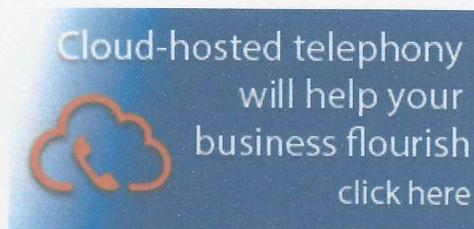
Perhaps it could be that the hall could have a total make over I know that there would be lots of people who would lend a hand.

Cathy Bartlett-Horwood
Customer Experience Manager

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Re: The future of Whimble Victory Hall

From: Caroline Wilkie (carolineanstead@virginmedia.com)

To: ali.tierney1@btinternet.com

Date: Wednesday, 27 February 2019 11:27 GMT

Thank you Ali.

From my point of view and for my classes the Hall is in a fantastic location.

The Hall meets my needs in terms of size and amenities, but obviously if improvements regarding the flooring or increasing the size of the building would be a bonus, and if a sound system or WiFi was available it would enhance my classes.

I would be happy with either suggestion but if I had to pick I would sway more towards the building being improved on the same site as I feel it sits in such a great central location.

Caroline

On 27 Feb 2019, at 07:45, "ali.tierney1@btinternet.com" <ali.tierney1@btinternet.com> wrote:

Hi Caroline

Please find another copy of the email.

Thanks

Ali

On Tuesday, 26 February 2019 22:19:14 GMT, Caroline Wilkie <carolineanstead@virginmedia.com> wrote:

Apologies Ali, it was probably me trying to be clever and multi tasking with the children at the same time, so I read the email but didn't realise I needed to respond!

Is there any chance I could get another copy sent through please?

Caroline

On 26 Feb 2019, at 10:01, "ali.tierney1@btinternet.com" <ali.tierney1@btinternet.com> wrote:

Hi Caroline

I have been asked to remind you about replying to the email regarding the future of the Victory Hall.

It is very important that we have the view of all users, so that we are able to discuss it at our next hall meeting next week.

Ideally, it would be good if you could send it me by Friday 1st March.

Many Thanks

Ali

<The future of the Victory Hall briefing for users.docx>

Re: Final Day

From: Gurmare Singh (tigerstylesportskarate@yahoo.com)

To: ali.tierney1@btinternet.com

Date: Friday, 1 March 2019 08:43 GMT

Hi Ali

I believe the location of the hall is great and should remain where it is as this also serves the school children and if the hall was relocated I feel the school children would nit benefit from this I do believe with the community in Whimpe fundraising would be greatly supported by all also my club would help anywhere possible as for repairs the noticeable problem in the hall would be the flooring as children have had splinters in the past. I would also like to mention if you require any materials to repair or build on site one of my senior students is a area manager at Jewsons and would be happy to help make the materials as cheap as possible for the hall can send details of needed.

Regards

Gurmare Singh

On 1 Mar 2019, at 08:28, "ali.tierney1@btinternet.com" <ali.tierney1@btinternet.com> wrote:

Hi Gurmare

This is a polite reminder that this is the final day for us to receive any replies regarding your opinions/views on the future of the Victory Hall.

I look forward to hearing from you.

Many Thanks

Ali