

Sheviock Memorial Hall Management Committee

Monday 4th May 2015

Present: M.Snowling, B. Snowling, T. Wells, P. McLaren, M. Claughton, J. Scott, J. Carter, L. Erasmus, C. Kennedy, F. Harvey, A. Kayes, J. Kentisbeer

Apologies: L. Vickery

Absent: B. Mackintosh, N. Trout, P. Brookes, B. Stevenson

Minutes of the last meeting were read, adjusted and signed.

Matters arising.

- a) Grants, extension and plans etc – on going. Pete M has opened a liaison with a company for a grant to extend the lounge. The previous grant (open space etc) has all been completed. Chris K reiterated the size and overview spec of the extension.
- b) Car park and entrance update- No joy with help from Raleigh. More quotes are needed for wall removal etc and Mike S will find these out.
- c) Flag pole – on going- to be discussed when carpark wall is sorted.
- d) Footpath extension – All complete, received £15.05 donation on the opening day. Currently around £250 fund. Final cost to the village (not Village Hall particularly). Based on grants. Fiona said that the Parish walk with tea/coffee and hot cross buns etc was a good event.
- e) March Concert – all agreed it went well and a good evening was had by all. The general consensus was a little more warning time to prep etc . Barbara said that she hadn't been able to organise a pianist until quite late. Funds raised £220.20.
- f) Table top sale report – Lynne V not here to report. Barbara felt that it all went well. Chris says he was given £14 by the tea and refreshments on the day and he felt that he would ask if the committee were happy for it to be paid into the Village Hall account. All agreed
- g) Easter Bonnet parade. All was good, good weather – egg rolling income up - total raised £69.10 including expenses. Generally lower than last year, but everybody had a good time. Steve and Gaynor at the Liscawn said they did quite well on the day.
- h) Summer fair- JULY 11th – 13.30 meeting and judging then 14.00 start - theme was discussed again as last time the theme was mooted as “the Tudors”, but it was suggested that the theme be changed to “The Sea” – as it was felt that Tudors was too difficult and the next day is the Sea blessing with Seviock Church.
Mike C – stewards – minimum 7
Mike S to organise police and road work
James to do sports. To ask Nadine for her help.
preschool children to do the Maypole
Barbara to ask about dance group.
Barbara to ask Spanish club for a stall.
Mike C to ask Ray Skelly for his gazebo.
Chris K said that he overheard people talking about having the ceilidh and beer tent. Joy K was at an event and picked up a card from a ceilidh group she saw out.
All spoke about having a “local” beer tent and Mike S to ask the local pubs.
Joy to call the ceilidh group, and Mike S etc to try to organise to this year – if not – for next year.

Barbara to organise the refreshments.

Fiona suggested thinking about a mobile fish and chip van and asking them to attend, committee felt that a sunny Saturday may not be the best time to sell fish.

Raffle – Chris K to organise and buy the prizes - £25 1st prize and £25 on other prizes – Chris K to ask Hotel etc.

Andy K will organise the music for the parade.

Mike C to organise the bunting etc.

Joy asked about having the RNLI stand. Mike S to ask.

Thelma agreed to do the tombola – wants a blue sheet – Lynn E said she has one.

- i) Parish website – new one is up and running (a few glitches). For Village Hall there are 4 pages including hall minutes, accounts, booking, photos, feedback etc. Can add a page or split a page as req'd. He asked for any errors noticed to be highlighted to him.
- j) Rental rates – Chris K says that He and Thelma is using it as a base line and then any event that is highlighted as not covered by the table Chris and Thelma are devising the new plan. This will be published next year.

Treasurer's report

The current balance of funds is £14,403.75 plus £5,000 contingency fund.

Significant income this month £418 approx from solar panels.

We had a very small increase in insurance this year.

Chris K reminded all that the funds are from fund raising, solar panel income and donations etc. The running costs etc are covered by the income from the hall rates and rentals. This has always been the ethos of the hall.

General Maintenance report

Mike S has not been able to find anyone to replace Neil Howey and his availability etc. 2 committee members mentioned “Triggs” from Millbrook. Fiona said that Mr Triggs has been involved in tendering for the Church. Mike S will ask Mr Triggs and will ask Ray Skelly regarding seagull clearing from the roof and Mike S to ask Neil Howey regarding his contacts.

Pete M to contact George Brown re roof work.

Hall has had the grass cut and Mike S asked for any feedback – Andy reminded that we need to tell the grass cutter the date of the Summer fair so it can be cut before.

Barbara – Disabled toilet – towel dispenser is broken

One of the wooden wall guards has come unstuck from the wall – to be re-glued.

Kitchen curtain rail came off – Lynn V suggested a more rigid solution.

It was decided to contact Pete's contact to do these small jobs.

Judy noted the louvre windows not done – Mike S says that the team are on their way to price up repair/replace.

Chris K suggested not having white lines painted on the carpark as a compromise could not be reached – too narrow for people dropping off kids in the morning. All agreed not to have bay lines.

Judy suggested as the hall is all laminate flooring and suggested getting a steam floor cleaner – to bring info at next meeting.

AOB

Fiona – the church is reinstating the garden fete at the Barton and asked about booking out some tables. She also asked about the trestles to. Fiona has discussed the fact that on the same day is a local wedding where some tables are being used, and both parties seem to be happy with the arrangements. Chris K – says that he can get a course (4 weekends in a row) for computer use for the over 50s. He asked if the clubs could ask about any interest.

Barbara – the food hygiene certificates are now run out and she asked for agreement for hall to pay for a couple of people. Fiona said that the church will need some people do renew theirs, others said the shop would need them too. Barbara to organise a course one Saturday.

Meeting closed at 8.15

Date of next meeting –Monday 1st June 2014 at 7pm

Monday June 1st meeting agenda

- 1- Apologies
- 2- Minutes of last meeting
- 3- Matters arising
 - a) Grants, extension plan etc.
 - b) Car park entrance update
 - c) Flag pole – *not for discussion until car park wall is resolved*
 - d) footpath extension *update if needed*
 - e) Summer Fair
 - f) Parish website - update
 - g) maintenance/repair person
 - h) louvre windows
 - i) steam floor cleaner
 - j) Computer course - update
 - k) Food hygiene course - update
- 4- Treasurer's report
- 5- General Maintenance report
- 6- A.O.B.
- 7- Date of next meeting – Monday 1st June 2015.