

Sheviock Memorial Hall Management Committee

Monday 5th October 2015

Present: M. Snowling, B. Snowling, M. Cloughton, L. Erasmus, C. Kennedy, B. Stevenson, T. Wells, J. Carter, P. McLaren, L. Vickery

Apologies: A. Kayes, N. Trout, F. Harvey, P. Brookes, J. Scott

Absent: J. Kentisbeer

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

Matters arising.

- a) Grants, extension and plans etc – Has been submitted with all amendments.
- b) Car park and entrance update- Mike has tried calling 3 times to Raleigh and left messages but has not had a return call.
- c) Flag pole – No update.
- d) Summer fair- early thoughts on theme 2016 9th July
Olympics Rio, Queen's 90th birthday,
Rio's Olympic Mardi Gras – theme agreed. Barbara said that there is a steel band in Saltash and she will look into it.
Coconut shy, Agreed on having a Ceilidh, and the use of an all-day bar.
James said about a mobile bar being available. Pete to organise the bar.
Joy Kentisbeer to be asked to contact the Ceilidh band.
Lynn E asked about closing roads etc for the carnival walk – but Chris said it was not worth the cost or hassle etc for the small amount of time of the walk.
- e) Craft Fair – 10th/11th - All set, 29 tables booked - Lynn needs help on the Friday afternoon at 4.30 to get all the tables and trestle tables out and ready, some from the Chapel too.
Barbara has timetable for kitchen sorted.
- f) Christmas Fair – 5th Decemeber.
Mike C to organise the hall decorations and he will call team for help.
Mike S to liaise with Andy regarding hall poster and small posters.
- g) Friends of the park - update. Parish council agreed to pay £40 for hire. From all accounts it went well and a lot of money was raised. Chris said that there were a lot of young people here visiting the hall for possibly the first time.
Barbara said that some people who have been living here in the past had come back for the day.

Treasurer's report

The current balance of funds is £16,289.34 plus £5,000 contingency fund.
Busy month, final payment for new windows went out, some new monies came in from the craft fair, £914 from solar panel. Chris said that the income is going well for solar panels – approx. £2600 per year.

James asked whether £5000 was a high enough contingency funds. It was discussed that the £5000 and the money coming in from the solar panels we should be sufficient if needed.

It was agreed that it may be an AGM item to discuss.

Chris spoke about us not setting precedents regarding rentals from local clubs and teams etc. As last meeting it was raised that the Chapel has a precedent lasting 40 years. However, as Andy Kayes is not here to chair the meeting (as Mie and Barbara are involved with the chapel)

To be discussed with Andy Kayes in attendance.

General Maintenance report

Paula sent a message - Brush mat in the porch at the end of the hall doesn't have much "brush" left in it for wiping feet. It was discussed that Pauls looks into it and replaces as req'd. James to contact Paula.

Barbara asked about the heating coming on in the lounge and the hall. Mike S to talk with Mike Luker about resetting, and Mike S to ask Paula about fixing the panel heater in the lounge.

Barbara said about the body of the beacon – she caught the children climbing on it and having moved it under a tree to climb up it. Should we move it or secure it. Chris to organise a team to move it and James suggested padlocking it to a post to stop it being moved.

Lynn V raised that when someone fell over and grazed a knee – and then there were not a lot of dressings. This has been resolved.

Chris noted that the toilet ran out of toilet roll even though we have spares and agreed to have a notice made to allow people to know where the spares are kept.

Mike S said about the broken plasterwork around the exit on the exposed wall – and Mike S spoke to Mr Trigg who had a look and could fix it relatively easily. The area of discoloured plasterwork was not great but he was worried about how far the damage goes. Mike S asked for approval for Mr Trigg to come and do the plasterwork. Doesn't need 2 or 3 quotes as it is classed as "emergency repairs"

AOB

Meeting closed 7.55

Date of next meeting –Monday 2nd November 2015 at 7pm

Monday November 2nd 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) Summer Fair – 2016 any need to discuss?.
 - e) Craft Fair review
 - f) Christmas fair
 - g) Rental precedents discussion
 - h) plasterwork update
- 4- Treasurer's report
- 5- General Maintenance report
- 6- A.O.B.
- 7- Date of next meeting – Monday 7th Decemeber 2015.