

## Sheviok Memorial Hall Management Committee

Monday 7<sup>th</sup> December 2015

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

**Apologies:** L. Vickery, N. Trout

**Absent:** J. Kentisbeer

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

### Matters arising.

- a) Grants, extension and plans etc – Peter says he is waiting for the Bernard Sunley trust grant they have applied for.
- b) Car park and entrance update- Andy asked the probation service and was told they no longer offer the service. No other update.
- c) Flag pole – No update.
- d) Summer fair- 2016 9<sup>th</sup> July. To be decided next meeting.
- e) Christmas Fair report– £848.99 (minus Father Christmas presents). Chris passed around the takings report.  
Barbara says there were approx 12 presents left, thus all agreed to donate the toys to the Nomony Centre in Plymouth.  
Barbara said there were very few children in the 7-11 year old age bracket. Is there a way of attracting them next time round?
- f) Plasterwork update – Plasterwork has been done but not painted yet. Advised that it needed to dry before the sealant goes on. Committee to paint when there is a dry spell.
- g) Lighting – Mike C has looked into the need and he can source the tubes in boxes of 5 and he suggested a box of 10 for £172.80 all in. To replace the 7 faulty ones and then to store the others.  
Mike S and others will fit them. Barbara says that she thinks there might be some scaffolding platforms available for use and she will find out.  
Mike got a quote from an electrician to replace all of the tubes, and for replacing just a few was fairly expensive compared to Mike C's results.  
The electrician quoted for new style lighting – same size but more efficient - replacement price was £1180.  
All agreed to go along with Mike C's proposal of replacement. Mike C to buy them.  
This would negate the need for decorating the ceiling and walls was over £1300.
- h) New Year's dance - 9<sup>th</sup> January. 8-11 – Mood Swings to provide music. £5 each.  
Pete has been in contact with Mood Swings who is still eager to come. He asked to be paid in cash for the night.  
Fiona will organise the pasties etc.  
Andy will put up the poster when the weather breaks.  
Chris/Gill to do the raffle. All members to bring gifts for the raffle.  
Hall to be got ready at 4pm (tables etc).

- i) Food bank collection bin update- Paula says that there has been good response and it is working well. As it is not in the way of the hall users etc.
- j) Hall rental for rates for the Friends of Crafhole Park.  
A letter from Karen Baker (chair) asked if they could be given a discounted rate for their future events. Mike S has drafted a letter as a response.  
Judy says the village hall is raising funds to match grants, the Church is raising funds to match grants, and they aren't getting a special deal.  
Lynn E says that she felt that we discussed it last time and agreed not to have any special rates. Peter agreed that we had decided the rates etc at the last meeting, and he agrees that we can't afford to set a precedent.  
Chris K says that we should respond saying that we are willing to help but can't do special rates. Chris has used the initial draft and pointed out the key issues such as need to pay for running costs, the fact that we are trying to raise funds etc.  
Lynn V made a comment about if the hall could reduce the rate for the duration of their fund raising. This was not agreed with.  
Fiona suggested that maybe the hall could offer a goodwill donation further down the line.  
The committee suggested that if we had spare money then that could be a good idea but we are committed at the moment to our extension. Thelma said that the hall has already effectively donated £40, and Chris said that the Parish council had donated £40 too.  
Chris is to email a copy of his letter to make sure the wording is correct.  
The letter from the Friends of Crafhole and the reply is stored in the Chairman's files of the village hall.

### **Treasurer's report**

The current balance of funds is £17,056.31 plus £5,000 contingency fund.  
Balanced month, rental income similar to last year overall was approx. £8300 and running cost last year was approx. £9000. Last year showed that our rentals just about covered the running costs. this year looks very similar.

### **General Maintenance report**

Leak in lounge area – some fluid seeping through from the shape of the roof and the lead flashing. All is in good order and clean but the builder (Mr Christmas) feels that it was from volume of water and large winds pushing the water up – all agreed it is a poor design of gulley that has no decent run off. Chris asked for confirmation that he can pay the bill to Mr Christmas for the work – all agreed.  
Paula is still in the process of getting the matting sorted.  
Thelma noted that the lock on the hall door is a little tricky to operate, but she was advised not to push the handle up to lock (like one does at home).  
Paula has leaflets for parents and she wanted to look into a plastic leaflet holder for the hall. She proposed that the preschool pay half and James proposed the hall pays half as both will be using the rack.  
Snooker hall lights etc – the meter in the snooker room needs replacing and would cost £155. All agreed to replace the unit. Mike also asked about re-wiring the snooker room and entrance hall as they are on the same loop and shouldn't be.

### **AOB**

Bob Brought up that he took some walkers around the parish walk and they were very impressed. Chris noted that the village hall paid for half of the path. Chris noted that in the parish mag there was a request for more routes for paths as there is still some monies available within a grant.

Thelma –wishes to confirm the dates for the regular bookings for next year, such as the pancake feast, table top sale etc. All members of the committee to inform Thelma.

Judy- Reiterated that the hall is a little dark at one end for badminton.

Barbara – The cups that were under the dresser unit in the lounge are now in the kitchen. Mike S said that there are a lot of glasses donated from the Torpoint sailing club.

Pete – said that he has spoken to the Cornwall Committee foundation and he said that as we haven't asked then for some time and they would be happy to look at the possibility of funding furniture for the extension when built.

Mike S reminded people that they need to get their nomination sheets in etc for the February meeting. Chris will bring along the proposals for next year's hall rental rates so they can be discussed and agreed t the AGM.

Meeting closed at 20.10

Date of next meeting –Monday 4<sup>th</sup> January 2016 at 7pm

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### **Monday January 4<sup>th</sup> 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) New Year's dance
  - f) Lighting and electrics update
  - g) Hall rates – pre suggestion from treasurer
  - h) proposal for positions on the hall committee
- 4- Treasurer's report
- 5- General Maintenance report
- 6- A.O.B.
- 7- Date of next meeting – Monday 1<sup>st</sup> February 2016. Including AGM.