

## Sheviock Memorial Hall Management Committee

Monday 2<sup>nd</sup> November 2015

**Present:** M. Snowling, M. Cloughton, C. Kennedy, J. Carter, P. McLaren, L. Vickery A. Kayes, N. Trout, F. Harvey, P. Brookes J. Kentisbeer, T. Wells,

**Apologies:** B. Snowling, L. Erasmus, B. Stevenson, J. Scott

**Absent:**

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

### Matters arising.

- a) Grants, extension and plans etc – Chris and Peter have had a response back and they have said they like the idea but they will only give a grant for 50% only. Chris and Peter have started looking for another Supplier.  
Peter has approached a couple of other possible suppliers - Viradoor said no, the Co-op are not giving any more grants at the moment. Morrisons is another one to try. And Peter to try others
- b) Car park and entrance update- Mike S still getting no info back from Raleigh. Andy suggested a work party to remove the stones and then ask a local farmer other a shovel to remove and dump the earth. Andy is going to contact the probation service to see if “community service” personnel can do the labour.  
Joy and Chris were worried about whether there would be enough “muscle” to do the job as a local work party.
- c) Flag pole – No update.
- d) Summer fair- 2016 9<sup>th</sup> July  
Olympics Rio, Queen’s 90<sup>th</sup> birthday,  
Joy has contacted the Ceilidh group (Cataclews) and their website said that Mark Barnwell plays with them sometimes. Mike S to contact Mark Barnwell about costs etc.  
Either contact Dave Mashford and a caller for a barn dance – he charged £160 last week.  
To have an update next meeting.
- e) Craft Fair review– Lynn V said that it was well attended by craft stalls and visitors and it was a good day. Lynn noted that over £800 was raised, she said that Janet Lockett had a good table raising over £90.  
Joy noted that she felt there were too many tables and it was a bit crowded and there were too many tables selling similar things. Lynn V said that she may be limiting the numbers of tables next year to make the experience better.  
Nadine said the other comment she had was that the opening and closing times on the Sunday were a little early, and a pm finish was a bit early.  
Overall the atmosphere was very good on both days.
- f) Christmas Fair – 5<sup>th</sup> Decemeber.  
Mike C to organise decorations, Andy to do small posters, Barbara to do the refreshments and all members to bring mince pies. Father Christmas (Brian Pullinger) is coming – Nadine agreed to buy the presents = £1 per present and 50 presents. Will need an organised wrapping time. James agreed to wrap on the Friday before the Christmas fair.  
Raffle – Paula advised to write to the big supermarkets. Chris is happy to organise the raffle. Spend £25 on first prize and £25 on gifts. Lynn to supply fruit bowl.

Andy said that He gets the date change stickers for the banners for free and all agreed to give a donation of £25.

Mike S to contact the village shop.

Pete suggested having posters early for the New year's dance. (Mood swings)

Paula suggested advertising at the Christmas Fair.

- g) Rental precedents discussion – Andy Kaye took the chair position as Mike S is involved with the Chapel who currently have a precedent regarding the hall rental costs.

The Chapel used to have all the local events and this raised their monies for their rental etc.

When the hall was first built this took away a lot of their “business” and monies away. The chapel leant the Hall tables etc in the early days too.

The chapel says that it is written in the constitution.

Chris K raised the point that it is not written in the constitution, he feels that it may have been minuted in the first meeting minutes and he wants it discussed whether it is appropriate to have special rental precedents detailed in the current constitution.

Thelma raised that the Chapel does not book the hall very often, and Barbara does make a donation.

Joy feels that there should be a discount as it is historic. Paula said that without the chapel in the early days would the hall be in the current position is in, so there should be a discount for the Chapel.

Lynn raised the point about other groups who are raising money for the hall they shouldn't be charged.

Pete agreed with the historic reason etc.

Nadine asked about the level and was told that was around £40 so it is not a lot.

Paula proposed that the Chapel should be allowed to have rental for free based on **the historical precedent of the Chapel supporting the early development of the hall.**

Seconded by Thelma

Core level voted and it was carried unanimously.

- h) Plasterwork update – Mike S aske the builder and the builder hasn't arrived to do the quote. Then Mike approached Leighton Paine, who looked yesterday and he is going to fix it this week. He felt that he was unable to give a quote as he can't say how far up the wall he needs to go. He feels that it won't be very expensive. This to be reported next meeting.

### **Treasurer's report**

The current balance of funds is £17,194.53 plus £5,000 contingency fund.

Busy month, paid last instalments for the windows, had the craft fair income and good income from electricity generation.

Chris doesn't anticipate any large outgoings (save for the cost of the plasterwork).

It is felt that we are still in a good financial situation.

Chris has noted that our insurers (Norris and Fisher) are offering buildings and contents (and they will give a donation to the village hall of £10) and leisure club insurance with a better offer.

### **General Maintenance report**

Plaster work repair is in hand.

Chris says that the wire basket has been moved.

Fiona asked of our grit store was full – Andy K said it was.

Andy K says that the roof of the storage shed was leaking and he has done a temporary repair, but needs sorting, Mike S concerned as the rook is canted towards the hall and it is right under the eaves and so any off flow of water will go onto the village hall wall, and it may be difficult to access the roof. In the new year this is to be looked at.

Andy – wanted outside plugs fitted to the hall for outside function – he suggested near the parish clerk

room and one at the end near the field end – on the wall that isn't part of the extension. This was proposed and seconded and all voted in favour. Andy to organise this.

Mike S says that it has been difficult to get a suitable certified electrician – Fiona has got a new electrician David Storey who has been very efficient. She gave the card to the committee. Mike S to contact him. Mike has tried a few electricians with limited success.

Lynn suggested putting an ad in the parish magazine asking if local people new of a local electrician who would do work for the hall.

Andy suggested that in the view of the difficulty getting electricians that we agree to leaving the decision regarding cost to them – all agreed.

Mike S couldn't isolate the light above the snooker hall table and he feels the meter is faulty – he asked for agreement to get a new meter and he will get a price etc. and report to the next meeting.

James asked how often the snooker light meter is emptied – and asked if it should be done at specific times. Chris suggested quarterly.

Thelma asked if the snooker room “earns” a good income. Nadine said that one could note how each room makes money. Then if the snooker room's usage was changed – would it make more money.

Chris estimated how much the sports hall and the main hall makes in a year.

Nadine suggested improving signage with details about membership and cost etc. All agreed it was a good idea. Andy to make a poster for the door with contact number.

Lynn suggested an advertising board outside with big writing suggesting all the activities and contact numbers etc.

Chris has made signage for information where the toilets rolls are kept etc.

Paula has not been able to organise the new matting yet. Thelma noted that a small amount of the matting is not worn. Nadine suggested cutting in an insert if possible - Paula to get advice etc.

Nadine felt that the Henry Hoover smelt a bit when using it. Paula to fit a deodoriser.

Nadine said that the fabric covered chairs in the meeting room were difficult to clean etc. Thelma suggested she felt the fabric cushioned chairs were good for other events.

Andy said that when the extension is done there could be chance to have different chairs in different rooms.

## **AOB**

New Year's dance – 9<sup>th</sup> January. 8-11 – Mood Swings to provide music.

Fiona agreed to source the pasties.

Peter – wants to set a price for entry – he says that mood swings is proceed at £120. Lynn V proposed £5 including a pasty for adults. Accompanied children under 15 not to be charged – proposed by Chris and all agreed.

Thelma – Westwood housing – have booked the hall to meet the clients buying the local houses.

She has been approached to see if anybody from the Rame peninsular would be prepared to join the rail users group at St Germans (Alan Cousins – contact 230106). Chris K said that Brian Pullinger is the Rame Peninsular member for the local transport committee.

Paula – asked if the heaters have been sorted, Mike S said that they have been done but Paula said they didn't come on this morning.

Paula- asked Thelma to give notice for big events so she can check hall etc as part of her cleaner role.

Paula – Barclays is closing in Torpoint and asked if a food bank basket can be housed in the hall and then food taken by the collector. Joy/Fiona noted that there is an unofficial collection point in the church. It would have to be in the foyer and the collector knows that the door is not locked and there may be a concern about goods being taken. All agreed to having the collection box here for a trial period.

Meeting closed at 20.35

Date of next meeting –Monday 7<sup>th</sup> December 2015 at 7pm

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**Monday December 7<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) Christmas fair - report
  - f) plasterwork update
  - g) New Year's dance
  - h) food bank collection bin update
- 4- Treasurer's report
- 5- General Maintenance report
- 6- A.O.B.
- 7- Date of next meeting – Monday 7<sup>th</sup> Decemeber 2015.