

Sheviok Memorial Hall Management Committee

Monday 2nd October 2017

Present: M. Snowling, B. Snowling, A. Kayes, C. Kennedy, J. Scott, J. Carter, F. Harvey, L. Vickery, T. Colrein, P. McLaren, P. Brookes, N. Trout, M. Claughton, B. Stevenson

Apologies: T. Wells.

Absent:

Minutes of the last meeting were read and signed.

Matters arising.

- a) Grants, extension and plans etc – Chris says that all is going slowly, we have been advised to go for the full £100,000 and to apply to a variety of grant groups. The grant people advised on budgeting for a new roof along with an architect to redesign the roof so we don't get recurrent roofing problems we have now.
- b) Car park and entrance update- Mike S has dealt with the planning permission. Discussed painting a white line on the carpark to denote 2 parts.
- c) Flag pole – Can then be moved after the car park repair.
- d) Lounge chairs – 12 new red vinyl chairs are now in place in the lounge. They are wipeable and stackable.
- e) Craft fair – October 14th and 15th
18 tables this year, including the RNLI. Table plan pre drawn up by Lynne. They looked for volunteers to help in the kitchen. Pula to make a sup and committee were asked to provide cakes. Lynne – asked for help to get tables out and bunting out for the Craft Fair – to be done on Friday 13th at 4pm.
- f) Notice board – Front is ready and Andy will be collecting it soon and it will be ready for next meeting.
- g) Grass cutting and landscaping the preschool area.
Still not short enough and so the gardener will be told to cut shorter. Chris will check and ask to do an extra in November.

Treasurer's report

The current balance of funds is £30,916.53 – £16,867 ring-fenced for extension so actual money available £9,049 plus £5,000 contingency fund.

£932.90 from Solar panels – this means that we have now received over £16,000 which have now covered the initial cost for the panels.

Chris said that the roof work was an emergency but the total bill was over £1,000 for labour and so he suggested that we should have a limit for estimates for maintenance work if the work person feels that it may be over £500 – mainly for labour etc. This would be mailed around the committee for approval.

Santander accounts (1,2,3) have gone down to 1.5%, Also Santander business account is not valid for the higher level of interest.

Chris said that now that we have paid off the solar panels, and we will have £2,500 per year income as spare – he thought about employing a caretaker to look after the hall – as first line of response. Also may be taking on the cleaning and the booking process to open up and close down. This will be on the agenda next meeting.

General Maintenance report

Roof is now repaired.

Paula – Lorna had trimmed the trees and put it on the compost area, now removed, but this has opened up an access area which has some galvanised items are in the alley way. Paula asked for it to be removed. Committee to look into it and to fit a gate to the entrance and as eh access lane does not belong to the village hall then we have no responsibility to maintain or tidy it. Paula to ask a colleague about looking into making a gate for the area – she will notify the committee of outcome.

Barbara suggested the gate down the alley to the hall should be re instigated. Andy suggested changing the side of the hinges.

Paula has been watching a lot of water overflowing from gutter etc and Paula has cleared the down pipe and now all is working.

Paula said that after the wind and rain the skylight was open so there was a lot of water in an she cleared it.

Lynne asked about the large boards/skittles alley that were near the sheds being untidy etc. Agreed to dispose of it.

Mike S – got the cord replaced on the skylight – he said that the wires are there to automate it? Should we have motors fitted. Paula suggested that it is quite easy to open and close them. Chris suggested that we look into the cost of it then to be open for discussion. He noted that we have remote controls in the store to open and close the blinds.

Car park markings – agreed to fit a marker line for entrance. Mike S asked if we need bay mark out lines. Agreed not to have bay lines.

Barbara has noted that a couple of cars are parked overnight at the weekends, she has put notes on the cars asking them to ask about parking. Chris suggested having a pack of notices in the entrance hall and all to be vigilante to fit to cars overnight or are associated with a club that is running.

Mike S- says the lock for the Bill Warren room was not fastening at the bottom and the lock would not lock or open. Warren (locksmith) repaired it. Mike S suggested that a yearly service/check on the locks could be done – all agreed.

Paula suggested that a baby changing unit could be installed in the accessible toilet area. All agreed that it would be a good idea and Paula to look at costing.

AOB

Fiona noted that there isn't a table of charges on display in the hall entrance – Chris will print it off from the website and display it.

Fiona suggested looking at themes etc for Christmas fair – 2nd December. Theme to be general Christmas.

Mike S to ask Peter Davis to be asked if he can contact Father Christmas to see if he is available to attend.

Mike C and Bob said we need new bunting.

A fridge was offered to the hall, but we declined as there was not space to fit it.

Meeting closed at 20.15

Date of next meeting – Monday 6th November 2017 at 7pm

Monday November 6th 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) Craft Fair - report.
 - e) Christmas fair
 - f) Notice board
 - g) Access path gate
 - h) Skylight motors
 - i) Caretaker – thoughts
 - j) Baby changing area
- 4- Treasurer's report
- 5- General Maintenance report
- 6- A.O.B.
- 7- Date of next meeting – Monday 4th December 2017.