

Sheviock Memorial Hall Management Committee

Monday 4th December 2017

Present: J. Scott, L. Vickery, P. McLaren, P. Brooks, M. Cloughton, B Macintosh, C. Kennedy, B Stevenson

Apologies: T. Wells, N. Trout, B. Stevenson, M. Snowling, B. Snowling, A. Kayes, J. Carter, F. Harvey,

Absent: T. Colrein,

Minutes of the last meeting were read and Chris commented that he was present at the last meeting not sending his apologies, also the date for the next meeting on page 3 (agenda item 7. should read 2018)

Matters arising.

There are no matters arising that are not on the agenda

Grants, extension and plans etc – Pete M said final application has been sent from CRCC to the lottery and we should hear before 8weeks if we have been successful.

Pete to check with Amy Thurtle for a list of other sources for funding and application

Flag pole – ongoing.

Christmas Fair – Successful day, well done to all groups.

The income from the stalls was up for some and down for others. The raffle was down. A thank you to all that donated prizes

Lynn said she was not going to do a large cake for next year and will probably make a log cake.

New Year Dance - Bernard has confirmed he is able to still come. Pete has been spreading the word and sending the poster to other groups within the community and has asked for committee members to do the same. It was suggested that Crafhole was added to the poster to avoid confusion over the location of the memorial hall.

It was confirmed to tell Fiona that we do not want pasties for the dance, people will bring their own nibbles. Committee members to bring gifts for the raffle please. Chris offered to run the raffle again unless anyone else was wanting to do it.

Meeting at 4pm on Saturday 6th Jan to set the hall up. Entry will be £5, free for Under 16's.

Mike and Bob will arrange to take the Christmas decorations down on the Sunday – any help welcomed.

Access path gate – discuss at next meeting

Skylight motors – discuss at the next meeting

Caretaker- Chris stressed the importance that to avoid pensions and PAYE etc we do not ‘employ’ someone, however we ask for tenders for the job and they work as self employed.

The job description was distributed and following a suggestion from Nadine, Chris has put bullet points to enable it to read easier.

Pete suggested that the person become a key holder for hirers of the hall, however this would only work if the person lived in Crafhole and would pose difficulties if they lived away from the village.

A discussion and decision will be taken at the next meeting.

Baby changing area – Paula has researched and found a unit from a company called Direct 365, which costs approx. £100. The same company sell soap dispensers and it was agreed that the new units and 5litre refills will be more cost effective for the hall than the current boxed soap which is nearly finished. It was agreed that Paula could purchase 4 soap units / refill and the baby changing unit.

Treasurer’s report

The current balance of funds is £29,222.64 – £16,337.20 ring-fenced for extension so actual money available £7,885.44 plus £5,000 contingency fund.

Chris said it had been a standard month for income and outgoings. He had paid the architect from the ringfenced money. He asked for all clubs to pay outstanding monies by the end of the month please.

General Maintenance report

The front door lock was repaired very promptly by Warren on Saturday

The lounge window can be shut but there is a little catch inside which occasionally becomes misaligned – any difficulties with closing it please let Paula or Chris know and they can advise on what to do.

The windows in the porch and left hand side window in the hall has “blown” and condensation is inside. – discuss at the next meeting

Lynn said that the defibrillator is flashing – The parish clerk has been advised that this model of defibrillator does this. Lyn said that this is annoying for some local residents. Chris advised that it needs to be addressed to the Parish council. Paula will be happy to note it and take it to the meeting.

AOB

There was no other business to be discussed

A merry Christmas to one and all.

Meeting closed at 7.52

Date of next meeting –Monday 1st January 2018 at 7pm