

## Sheviok Memorial Hall Management Committee

Monday 5<sup>th</sup> March 2018

**Present:** M. Snowling, B. Snowling, L. Vickery, P. McLaren, T. Wells, M. Cloughton, J. Carter, C. Kennedy, B. Stevenson, T. Colrein, S. Walters

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

**Absent:**

Minutes of the last meeting were read and signed.

### Matters arising.

- a) Grants, extension and plans etc – Application approved and can move on to the next stage. Must be in by April and will not know until 16 weeks later. Just need to expand on the one already written.
- b) Flag pole – Kevin has been contracted but he has not replied yet.
- c) Access path gate – Kevin has been contracted but he has not replied yet.
- d) Missed off last agenda
- e) Caretaker – No one has asked yet.
- f) Baby changing area – Clive Shorten has been asked to do it.
- g) Porch Windows – quotes
  - 1- We Do Glass – windows only – 5 yr guarantee - £526.68
  - 2- Anglian – 15 year guarantee - £1,350
  - 3- R. Burchell (RBS) – 5 year guarantee - £387 for 3 windows.Unanimous decision to use R Burchell.
- h) Hall Floor – Nothing can be done so all to monitor and report.
- i) Rendering – Mike S has not yet got anyone to look at it. Mike S to ask Leighton Pane for quote to asses and do all of hall.
- j) Sports Store – Need to book a date and with whom – Lynn suggested Easter holidays 4<sup>th</sup>-5<sup>th</sup> April.  
Thelma has not had a chance to ask the charity shop person re the teapots.  
Under snooker table is a lot of curtain material. Barbara asked about getting rid of it all – Andy to ask Helen Page or Betty Begbie if they want it for their theatre productions etc.  
Barbara to contact.

### Treasurer's report

The current balance of funds is £31,437.55 – £16,336.70 ring-fenced for extension so actual money available £10,100.85 plus £5,000 contingency fund.

Quiet month, not many incomings and out goings.

Approval obtained today to pay for new electric fire zone alarm control panel - £396.

Annual insurance has increased by <£9 – All agreed to carry on with same company and cover.

### General Maintenance report

Weather has hindered any outdoor work or inspection.

Lines in car park and on steps to be replaced in Spring.

Grass cutting contract is up for renewal - -the tender will be done by the parish Council and the Village Hall is part of that tender.

Hearing loop – some wires are loose from the wall fixings – Andy to repair.

No more news regarding the reported boiler malfunction in the kitchen. All agreed to monitor and report issues.

### AOB

-Charity top sale – Saturday 10<sup>th</sup>, 13 tables booked.

Lynn suggested tables to be got out on Friday between 6.30 and 7 due to yoga (5.30-6.30) and bowls (7.00).

Lynn to organise milk and biscuits etc prior to the day as she won't be able to attend.

Chris K to supply a float for the refreshments.

-New Years dance – it was agreed to have Mood Swings again, but to ask him to have more songs for dancing. – Pete to book him.

-Easter Bonnet parade – Monday 2<sup>nd</sup> April – Little Fox Hotel

Andy to do posters

James gave apologies.

Mike C to egg rolling – all to provide boiled eggs

Barbara to buy raffle prizes etc.

Mike S to ask Little Fox Hotel for raffle prize.

-Deviok Community band asked if we wanted them to play at the Summer fair as they are doing their bookings – all agreed.

James gave his apologies for the next meeting.

At the AGM Chris Kennedy spoke about stepping down from treasurer role in February 2019, but. if we change our status, he agreed to stay for an extra year to February 2020, to ensure any new account reporting was set up for a new Treasurer.

He asked that in the May agenda we discuss our status – charity, CIC etc.

Meeting closed at 20.10

Date of next meeting – Monday 2<sup>nd</sup> April 2018 at 7pm.

**Monday April 2<sup>nd</sup> meeting agenda**

- 1- Apologies
- 2- Minutes of last meeting
- 3- Matters arising
  - a) Grants, extension plan etc.
  - b) Flag pole
  - c) Access Path gate
  - d) Caretaker
  - e) Baby changing area
  - f) Porch window
  - g) Rendering
  - h) Sports store room
  - i) Charity top sale - report
  - j) Easter Bonnet Parade - report
  - k) Village Hall status (Chris K)
  - l) Summer Fair
- 4- Treasurer's report
- 5- General Maintenance report
- 6- A.O.B.
- 7- Date of next meeting – Monday 7<sup>th</sup> May 2018.