

Sheviock Memorial Hall Management Committee

Monday 3rd October 2018

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

Apologies: P. Brooks **Absent:** S. Walters

Minutes of the last meeting were not available but were distributed and a paper copy handed to the chair on the night.

Matters arising.

- a) Grants, extension and plans etc – Still waiting, everything has gone in on time and we should find out details early October. May be approved and deferred until the plan had been done etc. Chris says that the planning application may be on the parish council meeting. He advised that the more people who support the application it will stand a better chance of it being passed.
- b) Flag pole/fencing and Access path gate- Mike s has been advised that it will be done imminently.
- c) Baby changing area – Judy and Barbara feel that a table could be fitted in the ladies toilet rather than attached to the wall. James raised that it should be accessible by men as well as women. It was agreed to wait for feedback from Paula.
- d) Hearing loops – Is under way and will be completed by Phil.
- e) Sound system- Andy has all the part and is compiling a guide to use and I will be ready next month.
- f) Hall advert – We are putting it in the community mag and parish mag and Mike will do the draft and circulate and the advert needs to be with the magazines by December.
- g) Crat Fair – October 13th & 14th. Lynn says that 23 tables are planned, she has done a table plan for all rooms. Tables to be set up on Friday evening (2th at 4pm). Barbara an Lynn to discuss refreshment volunteers.
- h) Summer Fair – All clubs and members to think about the summer fair plans and have an open discussion at the next meeting. Chris said it would be a good idea to ask the people who don't com - as to what they feel would work at the fair.
- i) November meeting date – November meeting date is booked for Nov 5th. Majority agreed to keep it on the same date.
- j) Christmas Fair – Booked for December 1st. 2pm start. Mike and Bob to organise and put up the decoration.
Theme to be decorations – each club to have a separate one on their stall.
Whist – crackers, WI - bells, Church - Robins, Playgroup – snowmen, badminton – snowflakes, bowls - tinsel, garden club – baubles, tennis – paper chains, Janet – Holly.
Father Christmas to have a grotto in the sports hall - to ask Brian Pullinger.

Treasurer's report

The current balance of funds is £30,716.50 – £13,767.30 ring-fenced for extension so actual money available £11949.20 plus £5,000 contingency fund.

Note that the money (£800) for the sound system has not been taken yet but has been paid out, so current monies is £11,149.

Extras are window repair and planning application.

Chris said that the monies coming in is lower than this time last year including ad hoc hire and rental ad fund raising.

Overall approx. £5,500 down on this item last year.

Chris will invite Ian Harris to a few meetings before Chris steps down from the treasurer position.

General Maintenance report

Steps have been painted and they are visible.

Teresa notes that there is a bit of a bulge in the wall outside on the main road edge of the wall –To be looked at by Mike.

Western Power will be around to look and trim the trees around the hall. It was agreed that Tom's appointment to check the state of the trees will be put on hold until Western Power has been.

Barbara - The strip on the floor between the 2 halls in line with the doors is rising and catches the chair trolley. Mike will ask Phil to look at it to see if it can be repaired or replaced.

Chris suggested that Phil is asked to raise any repair issues like this when he notices them on his rounds.

Judy- has put a chair out to be looked out. She also said that the trolleys need a line on to say maximum number of chairs.

Mike – has got Trevor to look at the gulleys on the roof and this has been done.

AOB

None.

Meeting closed at 20.10

Date of next meeting –Monday 5th November 2018 at 7pm.

Monday November 1st meeting agenda

- 1- Apologies
- 2- Minutes of last meeting
- 3- Matters arising
 - a) Grants, extension plan etc.
 - b) Flag pole/ fencing - update
 - c) Baby changing area - update
 - d) Hearing loop - update
 - e) Sound system - update

- f) hall advert - update
- g) Craft Fair - report
- h) Summer Fair ideas
- i) Christmas Fair
- 4- Treasurer's report
- 5- General Maintenance report
- 6- A.O.B.
- 7- Date of next meeting – Monday 3rd December 2018.