HATHERSAGE WAR MEMORIAL HALL

Minutes of the Committee Meeting held Monday September 7th, 2009

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| 1. | **Present**: Bob Musgrave (Chairman), Hilary Bull, (Bookings Secretary), Alistair Cook, Jean Hodkinson, Anne Mainwaring (Secretary), Graham Markham (Treasurer), Andrew Simpson, Jo Sullivan and Brian Wilson | ACTION |
| 2. | **Apologies for absence**: Simon Bull |  |
| 3. | **The Minutes of the last meeting**, (July 13th 2009) had been circulated and accepted as a true record.  The Chairman extended his thanks to Jean Hodgkinson for Chairing this meeting. |  |
| 4. | **Matters Arising**, (where not referred to further in the Agenda)  No matters arising. |  |
| 5. | **On Going Maintenance:**  Scenery belonging to the Players.  This will be returned to its original place, behind the black curtains.  It was noted that the curtains had been damaged, query Player’s property or the Hall’s?  Chairs have now been cleaned. Reminders should be given to the Players and the School, not to use them for standing or painting scenery.  **Rolling Maintenance**:  Tables. Brian recommended replacement of 14 6’x2’ tables complete with trolley for easy storage, it was hoped to scrap the small brown topped tables, which are heavy and difficult to store. This was AGREED. Approximate cost £3,600.00. It was also agreed to give away the old ones for village use.  Blinds for Main Hall windows – Deferred until the new windows had been installed.  Painting canopy over gateway – Done  Cupboards containing meters – Jo providing safety catches.  Hand Dryers – Hilary and Jean to ‘test run’.  Chain for entrance to car park. This had been successful so far.  Mezzanine Floor – for storage purposes | B.WILSON  B.WILSON  JO SULLIVAN/B.WILSON  H.BULL/J.HODGKINSON |
| 6. | **Major New Projects**  New Doors to Front Porch. Still awaiting estimate, should be available for November meeting.  Kitchen Units – These were installed during August and everyone agreed what a good job had been done.  New Windows to entire building  Andrew showed the Committee samples of window frames available. The quote for white frames would be £10,546.00 (incl VAT and fitting). Agreed to update estimate to include toughened glass to both sides of the building, it was not thought necessary to install this at the back of the building. Much discussion ensued as to whether to chose white or ‘oak’ for the outer frames. Agreed to take a vote, Andrew would leave the samples so Committee members could look at the colours in daylight, before making a decision.  Jean had enquired about grants it was thought we could apply for £5000.00 maximum under an energy saving fund, administered by Derbyshire Dales District Council. There were no grants available for maintenance. It was AGREED to go ahead with this project.  Improvements to blocked up windows of Stanage Hall  Estimate and ideas still being sought for this project. Possible solutions include installing coloured toughened glass or painting wall and installing frosted glass.  HPC had requested a list of major new projects and projected costs. | B.WILSON  A.SIMPSON  B.WILSON  A.MAINWARING/  B.MUSGRAVE |
| 7. | **Stanage Hall.**  The new Lease was now becoming urgent, as it was nearly three years since it was first negotiated. The Secretary was asked to press both the solicitors involved and Derbyshire C.C. | A.MAINWARING |
| 8. | **Treasurer’s Report**  There was a small surplus of £177.00 for the month ending August 2009, and although there was still an overall deficit of £8597, due to repairs and improvement projects, we were in an excellent solvent state. |  |
| 9. | **Bookings Report.**  It was AGREED that we should ask for a non-returnable deposit as a Cancellation Fee for larger events i.e. 20% of any fee over £260.00.  Hilary asked that she should be consulted about the date for the windows installation.  She reported that the recent wedding had gone well. | A.SIMPSON |
| 10. | **Housekeeping.**  It was noted that Victoria was doing a splendid job, cleaning the Hall. Thanks to all those who helped to clean the chairs.  Tea-pots Complaints had been received re the current tea-pots, which are more like kettles. Investigations to be made into the costs of replacing these.  Dishwasher Jo asked about the possibility of installing a commercial dishwaster. She was asked to provide some information. | A.MAINWARING/  J.HODGKINSON  J.SULLIVAN |
| 11. | **Correspondence.**  Alistair requested that a letter should be sent to Hathersage Parish Council listing the new projects and estimated costs. | A.MAINWARING/  B.MUSGRAVE |
| 12. | **Archive Material**  Anne to contact Archives Department at Matlock | A.MAINWARING |
| 13 | **Any Other Business**  White Lines. A request for painted white lines on steps in the front area of the Hall had been received. Andrew offered to do this.  Extra exterior lighting needed in also on the front of the Building.  Website. Andrew reported a few changes had been made, including listing in Google Business Website, registered as Village Hall. Any changes to be reported to Andrew. | A.SIMPSON  B.WILSON |
| 14 | **Date of next Meeting**  Monday, November 2nd, 2009 |  |

HATHERSAGE MEMORIAL HALL

AGENDA

Committee Meeting to be held on Monday November 2nd, 2009, at

7.30 in the Sampson Room, Memorial Hall

1. Present –
2. Apologies
3. Minutes of the last Meeting (7 September 2009) (See attached).
4. Matters arising from the Minutes: (where not referred to further in the Agenda)
5. Maintenance –

On going maintenance problems – Brian.

Scenery belonging to the Players – Curtains whose responsibility

Chairs – has anyone informed Hall hirers, not to stand on them?

Rolling Programme

Blinds for Main Hall – on hold until new windows are fitted.

New tables

Improved fastenings to cupboards containing meters in Main Hall

Hand Dryers

1. Major New Projects:

New Doors to Main Hall Entrance Porch

New Windows to Main Hall and Lawrence Hall

Improvements to ‘blocked up’ windows in the Stanage Hall.

Mezzanine Floor

1. Stanage Hall – Lease.

Car Parking Space outside Stanage Hall Door.

1. Treasurer’s Report
2. Bookings Report
3. Housekeeping

Assessment/Safety Risk

1. Archive Material
2. Correspondence
3. Any Other Business
4. Date of Next Meeting : Monday January 4th, 2010.