HATHERSAGE MEMORIAL HALL

Minutes of the Committee Meeting held Monday September 5th, 2011

held in the Sampson Room, at the Memorial Hall at 7.30 p.m.

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| 1. | **Present:** Bob Musgrave (Chairman), John Brunskill, Clare Dainton, Graham Markham (Treasurer), Anne Mainwaring (Secretary), Peter Tapping, Andrew Simpson, Liz Webb and Brian Wilson. |  |
| 2. | **Apologies for absence:** Simon and Hilary Bull, (Booking Secretaries), Jean Hodgkinson, Zac Nicholson, Tim Pritt |  |
| 3. | **The Minutes of the last meeting**, (July 11th 2011) had been circulated and were accepted as a true record. |  |
| 4. | **Matters Arising:**  Liz Webb, the Choir rep, hoped that the matter of the baffle had been resolved. Brian reported that the baffle used in the recent concert had been constructed of lighter material, which resolved most of the difficulties. |  |
| 5. | **Maintenance**  **Rolling Programme**  **Stanage Hall** – Painting of white line to mark the boundary of the Stanage Hall entrance and the swimming pool car park.  The Secretary had received an e-mail from Hathersage Parish Council confirming that this would be done in the near future.  Not yet accomplished.  **Gas Boiler** has been serviced and annual safety record has been issued.  **Trolley for Parents & Toddlers Group’s** equipment. The chairs and tables have been ordered and the trolley will be constructed when the equipment arrives.  **Repainting Schedule**.  The Lawrence Hall has been repainted, the curtains and pictures re hung – the curtains were vacuumed and the curtain hooks replaced.  **Cleaning of Chairs**.  The chairs have been cleaned and repaired where necessary. Thanks were recorded to the people who made up the Working Party.  **Shelves in the kitchen** – have been re-enforced due to the weight of the crockery.  **Risk Assessment** had been carried out and the following repairs had been undertaken by **Bob and Brian**.  Hole in the car park has been filled in.  Tap in the ladies toiler has been replaced.  Fire Assembly notices, have been replaced.  Light in the Main Hall is missing a diffuser – *to be replaced*.  Front Apron of Stage – original pegs and locks are missing, due to wear and tear – *repairs in hand*.  Lawrence Hall floor is beginning to splinter again, it has been filled where necessary, Brian to pursue alternative flooring.  Hedge has been cut and the car park weeded.  **Sampson Room key** has gone missing. Anne to get another one cut. | B.WILSON  A.MAINWARING |
| 6. | **Major New Projects:**  New Porch (Entrance from car park)  After discussion, it was thought that an enlargement of the porch was not feasible. Jean was still trying to find grant funding.  Renovation of toilets  (The Lawrence Room floor might have to take precedence depending on the condition of the joists.)  ‘Blocked up windows’ to the Stanage Hall  Graham had received information that might make the painting of the ‘blocked windows’ cost effective.  Mezzanine Floor – This was thought an excellent idea at a competitive cost, and would help solve storage problems. The Committee would have to prioritize major projects in the near future.  New floor in Lawrence Hall | J.HODGKINSON |
| 7. | Treasurer’s Report  The Treasurer reported a deficit of £6415 for the two months ending August 31st – this is due to repairs and maintenance and the cost of the new front doors. He also reported that the rise in Gas prices had been excessive, he had negotiated a reduction but this was still 41% higher than last year. Our overall balance was £30702, but this was due to be reduced when the painting bill for the Lawrence Hall had been paid, plus other smaller amounts in the pipe line, replacement crockery and possible re-payment to the Film Club. |  |
| 8. | Grants  Jean was working on a grant application to DCCC. The cost of a new porch at present would be £7209. This is in a poor state, and subject to severe condensation in the winter, and a replacement would help with the insulation of the remainder of the building. It was thought that both Parish Councils should be informed of the Committee’s intentions. | J.HODGKINSON/  A.MAINWARING |
| 9. | Bookings Report  The summer had been quiet, although some groups had continued to meet, the Parents and Toddlers, one Badminton group, and the Zumba group. A new Yoga class was beginning this week, and a Band was due commence on Tuesday evenings after Brownies for practice sessions in the Lawrence Hall. The wedding reception had been successful. |  |
| 10. | Film Club  The Chairman and the Treasurer had drafted the Terms and Conditions of transferring the film equipment to the ownership of the Film Club. The Committee approved the wording, but Jean still to be consulted before final approval. Much discussion ensued as to the repayment of hiring fees paid to the Hall for hire of the equipment. It was thought that £550 would be a fair figure to help with depreciation. |  |
| 11. | Hirer’s Concerns.  None reported. |  |
| 12. | Housekeeping  Anne reported that after some difficulty she had ordered new plates of both sizes. These would be the same shape has already being used, but would be plain, not amber decoration. | A.MAINWARING |
| 13. | Correspondence –  Anne read an e-mail from Damian and Amy Thacker, in appreciation of the noise reduction after late parties in the Hall.  Anne had received information about the installation of free solar panels for charities – and was asked to register our interest. In view of the rise in utility prices, it was felt that the idea should be pursued. Anne to remind Tim Pritt that he had offered to consult a professional on the Hall’s behalf. | A.MAINWARING |
| 14. | Any Other Business  Archives. Andrew reported that the Minutes since 3rd September 2001 had been attached to the back of the website. It was agreed that a link should be installed, so the records could be available to the public, Andrew passed the information to Anne, for the records. |  |
| 15. | Date of Next Meeting- Monday November 7th at 7.30 p.m. |  |

HATHERSAGE MEMORIAL HALL

AGENDA

Committee Meeting to be held on Monday November 7th 2011 at

7.30 in the Sampson Room, Memorial Hall.

1. Present –
2. Apologies
3. Minutes of the last Meeting (Sept. 5th 2011) (See attached).
4. Matters arising from the Minutes: (where not referred to further in the Agenda)
5. Maintenance – On going maintenance problems – Brian.

Rolling Programme:

Stanage Hall – Painting ‘no parking’ lines outside Entrance Porch

Trolley for tables (Parents and Toddlers)

Re-painting Schedule.

1. Major New Projects:

On hold for a future date:

Toilet Renovation – considered the next project for action.

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

Mezzanine Floor

New floor for Lawrence Hall

Installation of Solar Panels

1. Treasurer’s Report
2. Grants
3. Bookings Report:
4. Film Club
5. Hirers Concerns:
6. Housekeeping
7. Correspondence
8. Any Other Business
9. Date of Next Meeting: Monday January 2nd 2012 (?Bank Holiday) or Monday January 9th 2012