HATHERSAGE MEMORIAL HALL

Minutes of the Committee Meeting held Monday November 7th, 2011

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

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| 1. | **Present:** Bob Musgrave (Chairman), Hilary Bull (Bookings Secretary), Chris Cartledge, Clare Dainton, Graham Markham (Treasurer), Anne Mainwaring (Secretary), Tim Pritt, Peter Tapping, Andrew Simpson, and Brian Wilson. |  |
| 2. | **Apologies for absence:** Simon Bull, Jean Hodgkinson, Zac Nicholson, Liz Webb |  |
| 3. | **The Minutes of the last meeting**, (Sept. 5th 2011) had been circulated and were accepted as a true record.  Proposed by Andrew Simpson and Seconded by Graham Markham. |  |
| 4. | **Matters Arising:**  **Archives**  Andrew reported that the Minutes of the meetings since September 2001, are live on the website.  **Risk Assessment**  Anne recorded the Committee’s thanks to Bob and Brian for carrying out and following up with the repairs as a result of the Risk Assessment. |  |
| 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.  Chris Cartledge confirmed that this had now been put in hand.  **Trolley for Parents & Toddlers Group’s** equipment.  This idea has been abandoned. The new tables and chairs are now stored in the toy boxes, and the bigger toys stored under the stage. Claire reported that the tables and chairs could be used to children’s parties, if required.  **Outside doors**  Brian reported that he had oiled all four doors, in preparation for the winter. The crash bar on one of the new doors needed attention. Mr. Wilcockson had been informed.  **Rodent**  A suspected rodent had been dealt with by Bob and Brian  **Stage**  The apron of the stage had been repaired by Brian, thanks had been received by a member of the Hathersage Players.  **Lighting in Main Hall**  Brian had cleaned all the diffusers in the Main Hall, and ordered one new lighting strip and a new diffuser. Thanks were due again to Brian.  **Main Hall Floor**  It had been reported by two badminton groups, that there had been two falls in the same place in the Main Hall. The spot had been identified, Brian had cleaned and lightly sand papered the area. Anne was asked to contact a representative of Granwood Flooring, who had installed the floor, for an inspection visit.  **Curtains**  Jean had provided some new hooks for the curtains, which Brian would fit, when he had a chance.  **Solar Panels**  Due to new Government legislation, the time constraint for installation of solar panels, at the present financial rate, was extremely tight. The Committee were required to sign a contract within the next five days. Anne was asked to contact Freetricity to ask for a site meeting. | A.MAINWARING  B.WILSON  A.MAINWARIG |
| 6. | **Major New Projects:**  New Porch (Entrance from car park)  Jean had completed the grant application for Awards for All, the result should be known before the end of December  ‘Blocked up windows’ to the Stanage Hall  Graham produced some samples of coloured PVC like material which could be cut to shape and inserted into the blocked up windows, of the Stanage Hall. The Committee was unanimously agreed, that these were an excellent idea. Graham and Bob to have a site meeting, and Graham to ask for some more designs. The cost was in the region of £1000.  Renovation of toilets  (The Lawrence Room floor might have to take precedence depending on the condition of the joists.)  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  G.MARKHAM |
| 7. | Treasurer’s Report  The Treasurer reported a deficit of £1049 for the two months ending October 31st– this is due mainly to the repainting of the Lawrence Hall. He noted that the overall balance is £29,653., the figure should not drop below £25,000, ensuring a years running costs were in hand. It was noted that interest rates were declining and COIF was only paying ½%. |  |
| 8. | Grants  See Porch above.  Fund Raising  Bob and Brian raised the question of Fund Raising. Members of the Committee were asked to bring ideas to the next meeting of how this could be achieved. | ALL COMMITTEE MEMBERS |
| 9. | Bookings Report  Hilary reported that enquiries were pouring in for next year. However follow ups were taking time, it was a delicate balance between booking annual local events and out of town events. Some prospective hirers, made enquiries, never confirmed the dates which made much more work for Simon and Hilary. The Chairman expressed his thanks for all the work Simon and Hilary do.oweverHo |  |
| 10. | Film Club  The Terms and Conditions had not been signed, due to the sudden departure from Hathersage of a member of a legal practice. This should be rectified by the next meeting. | J.HODGKINSON |
| 11. | Hirer’s Concerns.  Anne reported that although a recent concert had been a great success, she warned against any future concert selling alcohol by donation only. The Licensing Authority had said that this method was a ‘grey area’, until a test case had been brought – in future a TENs must be applied for. |  |
| 12. | Housekeeping  The new plates had arrived |  |
| 13. | Correspondence –  There was no correspondence. |  |
| 14. | Any Other Business  Clare asked if the heating could be turned down for Friday morning sessions of the Parents and Toddlers Group. Anne to e-mail Phil.  Christmas Trees  It was agreed to erect Christmas Trees as usual this year. | A.MAINWARING  B.MUSGRAVE/  B.WILSON |
| 15. | Date of Next Meeting- Monday January 9th 2012 |  |

HATHERSAGE MEMORIAL HALL

AGENDA

Committee Meeting to be held on Monday January 9th 2012 at

7.30 in the Sampson Room, Memorial Hall.

1. Present –
2. Apologies
3. Minutes of the last Meeting (November 7th, 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

1. Major New Projects:

New Porch

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

On hold for a future date:

Flooring Main Hall

Toilet Renovation – considered the next project for action.

Mezzanine Floor

New floor for Lawrence Hall

Installation of Solar Panels

Re-painting Schedule.

1. Treasurer’s Report

Performing Rights Society (PRS)/ Phonographic Performance Ltd (PPL)

1. Grants/Fund Raising
2. Bookings Report:
3. Film Club
4. Hirers Concerns:
5. Housekeeping
6. Correspondence
7. Arrangements for AGM
8. Any Other Business
9. Date of Next Meeting: Monday March 5th 2012, at 7.30 p.m. AGM followed by Committee Meeting.