HATHERSAGE MEMORIAL HALL

Minutes of the Committee Meeting held Monday January 7th, 2013

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

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| 1. | **Present:** Bob Musgrave (Chair), Hilary and Simon Bull (Booking Secretaries), Graham Markham (Treasurer),  Anne Mainwaring (Minute Secretary), John Brunskill, Chris Cartledge, Jean Hodgkinson, Zac Nicholson, (reinstated as representative of Hathersage Players),Tim Pritt, Andrew Simpson, Liz Webb, Brian Wilson. |  |
| 2. | **Apologies for absence:**  Amy Thacker |  |
| 3. | **The Minutes of the last meeting**, (November 12th, 2012) had been circulated and were accepted as a true record, proposed by Brian Wilson, seconded by Andrew Simpson. |  |
| 4. | **Matters Arising:**  No matters arising. |  |
| 5. | **Maintenance**  Brian reported:  The **Christmas trees** had been erected and taken down. Anne recorded thanks to Brian and Bob – the trees had looked very pretty and attracted attention.  **Gutters had been cleaned**, although ivy was still a problem.  **Lock on Porch door** was difficult to operate. Andrew to contact Sheffield Windows.  **New light** had been installed above Stanage Hall entrance.  **Front porch doors were sticking**. Brian to contact Peter Wilcockson.  **Damage to corner of wall**  Corner of wall damaged inside and out. Opinion is that a large vehicle has backed into the wall, slightly displacing a large stone, cracking the pointing and cracking the interior wall. It was AGREED to leave the interior until the Main Hall is redecorated, but that the outside should be **repointed.** Richard Percival to do the work, including replacing 6 slates on the Lawrence Hall, at a cost of £220. (?VAT)  **Kitchen Extractor Fan**  To be checked. | A.SIMPSON  B.WILSON  B.WILSON |
| 6. | **Major New Projects:**  **Windows in the Front Porch**  These had been satisfactorily installed .  **‘Blocked up windows’ to the Stanage Hall**  The work on these had been delayed, as the back ground paint had proved too dull, (although approved by NPA). Tests were being carried out to find a colour which would reflect the light. | G.MARKHAM |
| 7. | **Treasurer’s Report**  The Treasurer reported that the Reserves were still good. The deficit at the year’s end was half that of the previous year. However, there were 2 large accounts to pay in January, the insurance and the installation of the ‘stain glass’ windows.  The Committee were very grateful to receive a donation from the Elsie Lawrence Trust of £1000.  The Treasurer was asked to formulate a Statement for the Charity Commission on the Reserves Policy for the Hall. | G.MARKHAM |
| 8. | **Bookings Report**  Hilary reported that the Hall was very busy and she receives many enquiries weekly.  **PAT Testing**. Discussion took place as to whether the PAT Testing should take place in August, when the Hall was closed rather than January. Graham to check whether we would still be covered by the insurance company if the testing was delayed for 7 months this year. Brian to check with Paul Copley. The feeling of the meeting was that the testing should be done in January this year, and again in August, but then continue annually in August, – subject to responses from Brian and Graham. Jean pointed out that the Film Club equipment should be included – and the Film Club should pay the fee for this service – it was thought that this had been £3.00 in previous years. |  |
| 9. | **Stanage Hall**  No information was available from DDC. However, Bob pointed out that 3% increase on the rent was in order. Graham to inform DDC.  Zac reported that Hathersage Players would be interested in using the Stanage Hall for rehearsals/storage if it became available. | G.MARKHAM |
| 10. | **Hirer’s Concerns**  Anne reported on a hirer, who had not conformed to the requirements of the Hiring Agreement. It was AGREED that a letter should be prepared, if the situation arose again, to be sent to the hirer, high lighting the Hiring Agreement, especially Section No 22. Anne to prepare letter.  Zac checked that it is in order for the back wall to be painted for the pantomime, this was agreed.  **Storage problems under the stage.**  A member of a Badminton Group had asked if a wooden partition could be built under the stage area, to prevent the Parents and Toddlers equipment blocking access to the Badminton equipment. Brian to contact the Parents and Toddlers Group, to request that they be more careful, when using the storage area.  It was thought that if another home could be found for the Indoor Bowling mats, some storage space would become available. Anne to ask the Secretary of the Bowls Club, if she had any ideas, another idea would be to advertise it in the local parish magazines. | A.MAINWARING  B.WILSON  A.MAINWARING |
| 11. | **Housekeeping**  Anne reported that the bi monthly check on crockery and cutlery had taken place. The minimum number of matched cutlery was falling below 100, she would make enquiries as to the cost of topping this up. | A.MAINWARING |
| 12. | **Land Registry**  Anne reported that Hathersage Parish Council had agreed that the Registration of ownership of the Memorial Hall, would be acceptable. Brian Ward had been very helpful and produced a list of 6 Conveyances that were needed as evidence for the Land Registry. Anne had written to Davis Blank and Furness to ask if these documents were in their possession. She would chase up in a couple of weeks. | A.MAINWARING |
| 13. | **Correspondence**  There was no correspondence. |  |
| 14. | **Any Other Business**  Brian asked Liz to report to the Choir that two castors were missing from the box containing the piano, and the result was the floor was being scratched.  **Fund Raising Concert – November 11th, 2012**  Confusion had arisen re the profits made on this event. Bob requested to write to Peter Miles, to ask for a breakdown on funds raised. | L.WEBB  B.MUSGRAVE. |
| 15. | **Date of Next Meeting**  Monday, March 4th, 2013, after AGM. |  |

HATHERSAGE MEMORIAL HALL

AGENDA

Committee Meeting to be held on Monday March 4th 2013

At 7.30 in the Main Hall, Memorial Hall.

1. Present –
2. Apologies
3. Minutes of the last Meeting (January 7th, 2013) (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:

1. Major New Projects:

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

Pointing of building.

On hold for a future date:

Toilet Renovation /Mezzanine Floor

Re-painting Schedule. Main Hall – Summer 2013

Outside Painting – Summer 2013 – Finance Permitting

1. Treasurer’s Report –
2. Bookings Report:
3. Stanage Hall
4. Hirers Concerns:
5. Housekeeping
6. Land Registry
7. Correspondence:

TENs – 0 to date.

14. Any Other Business: Suggested Newsletter, Fund Raising Evening (e-mail 14/11/2012)

1. Date of Next Meeting: May 14th 2013 (May 7th is a Bank Holiday) at 7.30 p.m.