HATHERSAGE MEMORIAL HALL

Minutes of the Committee Meeting held Monday March 4th, 2013

held in the Main Hall, after the AGM, at the Memorial Hall at 7.30 p.m.

|  |  |  |
| --- | --- | --- |
| 1. | **Present:** Present: Bob Musgrave, (Chairman), Simon and Hilary Bull (Booking Secretaries), John Brunskill, Chris Cartledge, Anne Mainwaring (Secretary), Graham Markham (Treasurer), Zac Nicholson, Martin Robinson, Andrew Simpson, Amy Thacker, representing the Babies and Toddlers Group. and Brian Wilson. |  |
| 2. | **Apologies for absence:**  Apologies were received from Jean Hodgkinson, Tim Pritt and Liz Webb |  |
| 3. | **The Minutes of the last meeting**, (January 7th, 2013) had been circulated and were accepted as a true record, proposed by Brian Wilson, seconded by Andrew Simpson. |  |
| 4. | **Matters Arising:**Sheffield Windows had readjusted the lock on the Foyer door.It was decided to keep the date of the PAT testing to the regular date, the insurance company had confirmed that this should be done on an annual basis. There was no such stipulation for electrical testing, although this would still be carried regularly. |  |
| 5. | **Maintenance**Brian reported:2 large tables and 1 small table had been broken and repaired.1 of the outside lights was not working, Paul Copley had been asked to repair it.The outer front porch doors had been planed1 toilet seat in the ladies had been replaced.Cupboard door in the kitchen had been repaired.The bowling equipment had been sold to Bamford Indoor Bowling Club, John Brunskill had taken possession of some spare bowls which had belonged to previous members of the Hathersage club.**Kitchen Extractor Fan**To be checked. |  |
| 6. | **Major New Projects:** **‘Blocked up windows’ to the Stanage Hall**This work was successfully completed. Bob recorded his thanks to Graham for his time and efforts in organizing this project.Brian was investigating the possibility of having the Memorial Stone renovated.PointingStill waiting to be done.Fire Door Exit to the Swimming Pool car parkAlthough usable, a new door is awaited.Repainting Main Hall2 estimates awaiting, 1 for the walls/windows and 1 for the ceiling.Outside PaintingGraham queried whether the outside woodwork could be replaced by uPVC. Andrew to investigate | B.WILSONB.WILSONB.WILSONB.WILSONA.SIMPSON |
|  | **Treasurer’s Report**The Treasurer reported a deficit of £3610 to month ending 28th February 2013. This was due to insurance payments of £3374, repairs and music licences. |  |
| 8. | **Bookings Report**Hilary reported that one band had found other premises, otherwise the Hall was still very busy. |  |
| 9. | **Stanage Hall**No further information had been received from DCC. |  |
| 10. | **Hirer’s Concerns**Location of floor mop and bucket**.**A hirer had suggested that another location should be found for the above. At present, with storage such a difficulty, this was not possible, but it was emphasised that no cleaning liquids were left with the bucket.Ripped backcloths.Zac reported that the backcloths were ripped in several places. He would get a price for replacement.ChairsThe chairs were beginning to look dirty again, despite being cleaned last summer.Babies and Toddler Group were reminded to replace the small trolley in the Lawrence Hall after use, not to block the fire exit from the Stanage Hall, to check the lights were off, when leaving the building and replace the benches in their box.Lawrence Hall FloorAttention was drawn to marks on the floor during the panto session. | Z.NICHOLSONA.THACKER |
| 11. | **Housekeeping**Anne reported that more cutlery had been purchased and the minimum place setting was back up to 100, at the last count. |  |
| 12. | **Land Registry**Brian Ward was now in possession of all the documents required to register the Memorial Hall with the Land Registry, on behalf of Hathersage Parish Council, who would pay the appropriate fee. |  |
| 13. | **Correspondence**Anne reported that she had noted that DCC would be announcing plans for a Community Building Grant, towards the end of the year. |  |
| 14. | **Any Other Business**Fund Raising Event of November 11th, 2012Both Bob and Zac had seen a breakdown of the accounts and were satisfied with them. The Treasurer had received donations from the Parish Councils, the Players and the fund raising group, towards the cost of the memorial windows. The total sum received was as requested, sufficient to cover the cost of applying the list of names of the fallen to the two windows adjacent to the memorial stone. There was a surplus of £200 included in the donation this will be used to help fund the rework necessary to bring the memorial stone back to good condition. The points of concern regarding the way that the event had been organised were addressed and it was agreed that everything had been done in good faith but the way the advertising had been worded should have been clearer. This would have avoided the question of where the funds raised were to be distributed. |  |
| 15. | **Date of Next Meeting**Monday May 13th 2013 at 7.30 p.m. in the Sampson Room. |  |

HATHERSAGE MEMORIAL HALL

AGENDA

Committee Meeting to be held on Monday May 13th 2013

 At 7.30 in the Main Hall, Memorial Hall.

1. Present –
2. Apologies
3. Minutes of the last Meeting (March 4th, 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:

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: *Window left open in Lawrence Hall – cold for hirer next morning. Dog muck (in plastic bag) in dustbin.*
6. Land Registry
7. Correspondence:

TENs – 0 to date.

14. Any Other Business:

 Risk Assessment

 Report of Funding Fair : March 14th, 2012

1. Date of Next Meeting: Monday, July 1st (?Gala week?)