HATHERSAGE MEMORIAL HALL

Minutes of the Committee Meeting held Monday January 6th, 2014

at the Memorial Hall at 7.30 p.m.

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| 1. | **Present:**  Present: Bob Musgrave, (Chairman), Anne Mainwaring (Secretary), Simon and Hilary Bull, (Booking Secretaries), Graham Markham (Treasurer), John Brunskill, Bridget Hanley, Jane Marsden (representing Outseats PC), Zac Nicholson, Tim Pritt, Martin Robinson, Amy Thacker, Brian Wilson and Liz Webb. |  |
| 2. | **Apologies for absence:** Andrew Simpson |  |
| 3. | **The Minutes of the last meeting**, (Nov 4, 2013) had been circulated and were accepted as a true record,  Proposed by Brian Wilson seconded by Graham Markham |  |
|  | **Matters Arising:**  Wording in Hathersage News report re the financial situation of the Memorial Hall which appeared to criticise the financial management. This had been discussed with the Clerk to Hathersage PC who did not think that the wording should have given offence. However Bridget apologised if the comments made had given rise to offence |  |
| 6. | **Maintenance – Brian reported on the following:**  **Christmas Trees**  These had been installed and removed. Favourable comments had been received.  **Fire Door to car park**  Door had been installed. Awaited painting with the remainder of the outside of the Hall in the Spring.  **Outside Lighting**  4 LED lights had been installed and were effective.  **Cutting down ivy and brambles**.  The owner of the land adjoining the back of the Hall had indicated he would cut the ivy and brambles back.  **Toilets**  New LED lights had been fitted in the 3 toilets. The appropriate motion sensors would be fitted at a later date.  **Safety Hinges**  Brian was still looking into this. When further information is received a decision would be made on whether these were absolutely necessary.  **Playgroup equipment**  Brian and Amy to discuss the storage under the stage.  **Power Socket in Lawrence Hall**  This socket has been affected by damp and therefore is to be removed for safety reasons. The socket to be tested/checked in the near future.  **Chairs/Storage Area**  Some mould has been noticed on the chairs. The area had been checked for damp. It was noted that an old extractor fan outlet had been blocked, this would be cleared in the next week or so, so that air could circulate in the area.  **Gas Meter for Stanage Hall**  This had been removed.  **Memorial Stone**  Brian was having great difficulty in contacting stone masons prepared to do this work. He will continue to follow up any name he is given.  **Door to Foyer**  This had been causing problems, but fixed for the present.  **Sampson Room**  Discussion took place on how to make more space for larger meetings in this room. It was proposed to remove the large table and replace with smaller modern tables to ensure a more flexible meeting room space. Careful measurements would take place before any final decision is taken. | A.MAINWARING to f/up if necessary.  B.WILSON  B.WILSON/A.THACKER  B.WILSON  B.WILSON/B.MUSGRAVE  B.WILSON  B.WILSON/B.MUSGRAVE |
| 7. | **Major New Projects:**  **Outside Painting**  Repainting Main Hall  This will take place in the Spring 2014.  It was also agreed that the interior of the Main Hall should be repainted in August during the low season. This was now possible due to recently received donations from the Elsie Lawrence Trust and a bequest from Mrs. Jean Cox and donations from the Jumblies and the Horticultural Society. | B.WILSON  Quote required for interior work B. WILSON |
| 8. | **Treasurer’s Report**  The Treasurer reported that the annual accounts showed a good year for the Hall. The financial position was strengthened with a surplus of £4000, due in part to several donations totalling £2920. The Treasurer had sourced a new insurance company which had resulted in a reduced premium and better cover. The lettings remained around the same figure.  The Chairman thanked the Treasurer for his hard work.  The possible increase in fees would be discussed at the AGM.  The Treasurer indicated that funds were now available for further maintenance, and it was decided that the kitchen and all toilets needed repainting.  To be included with Main Hall painting if possible. | A.MAINWARING – AGM Agenda.  Quote required. B. WILSON |
| 9. | **Bookings Report**  Hilary reported that booking requests were coming in by telephone, e-mail and the website. She answered them promptly, even when she was away from home. She would like some occasional help, and although a note had been included in the last edition of Hathersage News, no one was forthcoming as yet. |  |
| 10. | **Stanage Hall**  It was thought that the Stanage Hall would not be suitable for parish council meetings. |  |
| 11. | **Hirer’s Concerns**  None received. |  |
| 12. | **Housekeeping**  Anne reported that she had done the 2 monthly audit of crockery and cutlery. Apart from 1 missing spoon, the Hall could still provide matching place settings for 100. |  |
| 13. | **Correspondence**  Anne reported on correspondence with Caroline Hill from DDDC re licensable activities in the Hall. It has been made clear that if alcohol is to be sold in the Hall, a TENs is needed. However alcohol can be given away, as long as there is no mention on either advertisement or ticket, the public must not attend an event with the perception that alcohol will be available. |  |
| 14. | **Any Other Business**  Wedding Insurance.  It was thought advisable to amend the Hiring Agreement to include a paragraph suggesting it would be prudent for any hirer to take out wedding insurance, in the event of the Hall being unavailable due to matters outside our control.  Hall car park.  Amy advised that young people had been playing football in the car park, although they had disappeared when requested, they returned again at future dates.  John Brunskill announced he would not be standing for re-election at the next AGM.  The Chairman thanked John for all his work, firstly as the Bowling Club representative and latterly as a co-opted member. John’s knowledge of engineering enabled him to make a useful contribution to the practical concerns raised in the projects that we have undertaken to improve the Hall and services.  AGM It was confirmed that refreshments would be served at the AGM. | B.MUSGRAVE  B.WILSON |
| 15. | **Date of Next Meeting**  Monday March 3rd 2014, after the AGM to be held in the Lawrence Hall. | A.MAINWARING. Notice to Hathersage News, Notice in the Hall. |

HATHERSAGE MEMORIAL HALL

AGENDA

Committee Meeting to be held on Monday March 3rd, 2014 at 7.30

in the Lawrence Hall, Memorial Hall.

1. Present –
2. Apologies
3. Minutes of the last Meeting (January 6th, 2014) (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:

Sensors in all 3 toilets.

Safety hinges

Electric power point in Lawrence Hall

Damp in storage area

Storage under stage.

Boundary fence

Sampson Room – new tables?

1. Major New Projects:

Outside Painting – Possibly Spring 2014

Memorial Stone

Repainting all 3 toilets.

Re-painting Schedule. Main Hall – Summer 2014

On hold for a future date.

Mezzanine Floor

1. Treasurer’s Report –
2. Bookings Report:
3. Hirers Concerns:
4. Housekeeping
5. Cancellation paragraph for Hiring Agreement (See attached)
6. Correspondence:

TENs – 0 to date. (Start of a new year).

1. Any Other Business:
2. Date of Next Meeting: EITHER Monday April 28th or Monday May 12th (avoiding Bank Holiday).