HATHERSAGE MEMORIAL HALL COMMITTEE

MINUTES OF MEETING HELD ON MONDAY 12TH MAY 2014

PRESENT

Graham Markham (chaired the meeting), Hilary and Simon Bull, Brian Wilson, Andrew Simpson, Marion Codd, Amanda Foster, David Palmer, Amy Thacker, Zac Nicholson, Tim Pritt.

APOLOGIES

Anne Mainwaring, Liz Webb, Bob Musgrave.

MINUTES OF THE LAST MEETING

These were proposed by Brian Wilson, seconded by Simon Bull and approved by the committee.

MATTERS ARISING

There were no matters arising.

MAINTENANCE REPORT - Brian

1. Chubb has carried out the fire extinguisher checks
2. Ladders have been moved to the Lawrence Hall for storage
3. Central Heating. Following complaints from users, Paul Copley checked the thermostats and found them to be OK. Further investigations undertaken by Brian and Bob revealed that the motorised valve was not working. A new valve was fitted by Hallamshire Heating at a cost of £695. There was a discussion about making a claim on the boiler insurance and Graham agreed to check how the premium would be affected. **GM**
4. PAT testing will be undertaken by Paul Copley as soon as possible, hopefully this month.
5. Two badminton groups have complained about the slippery floor, so Brian has carried out extensive cleaning and it now seems to be OK. We need to ensure that the badminton groups carry their own insurance, in case of accident. Anne may have drafted a letter which will be reviewed and sent prior to the new season in September.

ROLLING PROGRAMME

1. Brian has solved the problem of damp in the storage area by fitting a vent.
2. Storage under the stage is OK.
3. Boundary fence. Brian will ask permission from the neighbour to remove the old fence and the ivy, as the ivy is growing over the guttering.

NEW PROJECTS

Outdoor painting. It was thought that the final invoice was more than the quote, but on checking it was found to be £1,800 plus VAT as per the quote.

Notice board. A new notice board has been erected and after discussion, it was agreed that the new lettering should be ordered at a cost of £30 plus VAT.

Memorial stone. Brian has had difficulty in obtaining quotes for the work to be done, but it was finally agreed to accept the quote from Mandell for £775. Graham agreed to make a grant application towards the costs. **GM**

Painting. The hall will be painted the week commencing 18th August and a further quote of £1,000 for the toilets and kitchen was agreed. It is hoped that the work will be completed in 7-10 days.

Fire doors. Bob and Brian have fitted bolts to the doors in an attempt to stop the doors blowing open. This item to be placed on the agenda for the next meeting.

HOUSEKEEPING

Wishes for Anne's speedy recovery were expressed, together with thanks for all her hard work. Some of the the jobs she had been doing have been shared with committee members and others. Victoria will order cleaning materials, loo rolls etc. and Sue has agreed to wash tea towels. Sue and Glenn will carry out inventories of crockery and cutlery and Simon and Hilary will co-ordinate keys and opening and locking for bookings.

TREASURER'S REPORT

Graham circulated the income and expenditure statement which shows a healthy balance.

BOOKINGS REPORT

This is a quieter time of year as many activities stop for the summer, although Wednesday badminton and the Toddler Group continue all year. Invoices are being issued and booking forms for September will be sent out in August. Marion is learning to use the system and will help Simon and Hilary in the future.

HIRERS' CONCERNS

There were no concerns

CORRESPONDENCE

TENs. There are 2 pending adding to the 2 from January and March.

AOB

Stage curtains. These need to be replaced. Zac agreed to research and report back.

Chairman and Secretary. Amanda agreed to be secretary, but a new chairman is still required. **ZN**

NEXT MEETING

The next meeting will be held on Monday 7th July. Apologies were received in advance from Hilary and Simon.