HATHERSAGE MEMORIAL HALL

Minutes of the Committee Meeting held Monday March 1st, 2010,

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

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| 1. | **Present:** Bob Musgrave (Chairman), John Brunskill, Simon and Hilary Bull, (Bookings Secretary), Alistair Cook, Jean Hodgkinson, Anne Mainwaring (Secretary), Graham Markham (Treasurer), Zac Nicholson, Tim Pritt, Andrew Simpson, Jo Sullivan and Brian Wilson |  |
| 2. | **Apologies for absence**: Peter Tapping |  |
| 3. | **The Minutes of the last meeting**, (Jan 4th, 2010) had been circulated and were accepted as a true record. |  |
| 4. | **Matters Arising**, (where not referred to further in the Agenda)  No matters arising. |  |
| 5. | **Maintenance**  On going maintenance:  Sign needed to show location of tool required for opening the tables easily.  Rolling Programme  New tables had been delivered, old small brown tables located in the Boiler Room, suitable for garages or workshops, free on application to Bob or Brian. New small tables installed on a trolley.  Blinds – As the new windows have been installed, Jean and Anne to investigate new blinds.  No parking signs. These had been fixed to the gate posts of the Hall carpark, Anne was requested to write to Bernard Madden to express our thanks for his help and co-operation in obtaining these.  New Smoke Alarm – had been installed in the Lighting Box.  Design of a trolley to enable easier access to stage extension. | J.HODGKINSON/  A.MAINWARING  A.MAINWARING.  B.WILSON |
| 6. | **Major New Projects:**  New windows. These had been installed during very bad weather, Sheffield Windows had done an excellent job. Brian thanked everyone who had helped to remove and replace the curtains, during this period.  New doors to Main Entrance Porch  A further estimate had been obtained for new wooden doors, which was £6680, about £1000 more than the previous estimate.  As condensation was real problem with the oak doors to the Stanage Hall, it was decided to get an estimate for UPVC doors, and for double glazing the three windows in the porch.  Although on hold for the next few months, the following projects were discussed:  ‘Blocked up windows’ to the Stanage Hall, a suggestion had been made, that the names of the fallen from the two World Wars, should be inscribed on the windows.  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 Porch (Entrance from car park)  The corridor is very cold and the porch also suffers from condensation.  Audio Equipment  Zac to get advice and approximate estimates  Passage way – needs retiling. | A.SIMPSON  Z.NICHOLSON |
| 7. | Stanage Hall Lease  It was thought that this was ready for both parties to sign.  Anne to chase up. | A.MAINWARING |
| 8. | Treasurer’s Report  The last two months showed heavy expenditure with the installation of the new windows, and the annual insurance premium – however we still have a balance of £37,174 – although new front doors are a priority, as these were still sticking badly and were fire doors. The Treasurer was still advising that we should have a period of 6 months before we embarked on any further major new project.  To remove the anomaly of the weekly hiring rate, it was agreed to increase the published rate to £450 per week, although there would still be a concessionary weekly rate for regular users. |  |
| 9. | Bookings Report  Nothing further to add. |  |
| 10. | Constitution  As was stated at the AGM, this was being revised, a draft would be sent to Committee members, when approved by Action Derbyshire. | J.HODGKINSON  A.MAINWARING  J.BRUNSKILL |
| 11. | Housekeeping  New mats needed for porch and Main Hall  Anne and Jean to investigate  A new electrical socket had been installed in the Lawrence Hall. | J.HODGKINSON  A.MAINWARING |
| 12. | Archive Material  Anne had met June Robins at the Parish Rooms. It was agreed that she would suggest that a member of Hathersage PC would meet Anne and they would work through the stacks of files together to extract the Memorial Hall papers for eventual removal to the County Archives at Matlock. | A.MAINWARING |
| 13. | Correspondence  Anne had received a thank you letter from the PTA for the donation of the tables – and the extra help with the Jumble Sale during the bad weather. |  |
| 14. | Risk Assessment  Bob reported that this had been carried out on January 7th.  Items that had received attention included: sink in disabled toilet, door closer to Lawrence Hall, one child lock needed replacement, dead wire removed in Stanage Hall. Extn.wires still round the sink in the Stanage Hall (Anne to remind the Youth Club leader). Bob requested that Andrew paint a white line in the Stanage Hall porch. A new padlock had been installed on the Lighting Box. | A.MAINWARING  A.SIMPSON |
| 15. | Any Other Business  It was reported that the new Hathersage Website was up and running, but there was no link to our website, or Hathersage Players website. Anne to contact June Robbins.  Bob thanked Alistair for all his help and support during his time on the Committee. | A.MAINWARING |
| 16. | Date of Next Meeting  Monday May 10th (Please note alteration due to May Bank Holiday. |  |

HATHERSAGE MEMORIAL HALL

AGENDA

Committee Meeting to be held on Monday May 10th 2010, at

7.30 in the Sampson Room, Memorial Hall

1. Present –
2. Apologies
3. Minutes of the last Meeting (March 1st 2010) (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:

Blinds for Main Hall

Audio Equipment

Corridor floor, needs some repair

1. Major New Projects:

New Doors to Main Hall Entrance Porch

Cooker

On hold for 6 months:

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

Mezzanine Floor

New Porch from Car Park.

1. Stanage Hall – Lease.
2. Treasurer’s Report
3. Bookings Report:
4. Constitution
5. Housekeeping:
6. Archive Material
7. Correspondence
8. Any Other Business
9. Date of Next Meeting: Monday 5th July (Gala week) to be confirmed.