HATHERSAGE MEMORIAL HALL

Minutes of the Committee Meeting held Monday November 12th, 2012

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, Clare Dainton, Jean Hodgkinson, Zac Nicholson, Tim Pritt, Andrew Simpson, Brian Wilson. |  |
| 2. | **Apologies for absence:**  Liz Webb. |  |
| 3. | **The Minutes of the last meeting**, (September 3rd) had been circulated and were accepted as a true record, with one exception, under the heading of renovation of toilets the word *two* should be replaced by **one**. |  |
| 4. | **Matters Arising:**  Chair cleaning had taken place. 182 chairs had been cleaned professionally at a cost of £225. It was suggested that this cleaning should be repeated every 2/3 years.  Bob and Brian had repaired/renovated the back of 40/45 chairs. |  |
| 5. | **Maintenance**  Bob and Brian had repaired the Fire Door from Main Hall to car park, dug out debris from alley way between the Lawrence Hall and cafe car park, cemented around drains, cut brambles back. Gutters still need to be cleared once the leaves have finished falling.  **Fire Door to Swimming Pool car park**  Brian had received an estimate to replace this door, frame and bar (if existing bar is unusable). Cost: £490.  It was unanimously AGREED that this work should go ahead.  **Toilets**  Brian felt that the lighting was very poor in the toilets and had received an estimate for replacing the lights in toilets, kitchen and the Sampson room at a cost of £635. It was agreed to leave this job for the present.  Brian had also received an estimate for repainting the Sampson Room, toilets and kitchen. Estimate £1400 (plus VAT). Further repainting of Disabled toilet, passageway and porch was estimated a £850 (plus VAT). It was decided to leave making decisions on both thee jobs until March 2013.  **Kitchen Extractor Fan**  To be checked. | B.WILSON  B.MUSGRAVE/B.WILSON |
| 6. | **Major New Projects:**  **Windows in the Front Porch**  Work would start on these on 29th November. Cost: £1570 | A.SIMPSON |
|  | **‘Blocked up windows’ to the Stanage Hall**  Work should start in the next two weeks, except for the ‘named’ windows. These windows, bearing the names of the fallen of Hathersage, which are either side of the Memorial Stone, will take a little longer to produce.  An event had taken place in the Hall on November 11th, for raise money for the ‘named’ windows. It had been a great success and thanks were due to Peter Miles and his team. Anne to write to thanks those involved. It was thought that sufficient money had been raised to also renew the Memorial Stone Tablet.  **Pointing**  Brian to awaiting quote for pointing of 6/7 ft of the end of Main Hall.  **Renovation of toilets**  Jean reiterated that a professional should be contacted for ideas to renovate the area including the present toilets. It was agreed to leave any decisions re this area, until the future of the Stanage Hall had been agreed and the financial commitments required for the next financial year.  **Re-painting Schedule**  **Outside painting –**  Should be repainted by Summer 2013.  **Main Hall**  Should be repainted by Summer 2013.  **Mezzanine Floor** – This was thought an excellent idea at a competitive cost, and would help solve storage problems. | A.MAINWARING  B.WILSON |
| 7. | **Treasurer’s Report**  The Treasurer reported a balance in the current account of £1602 and a balance in the Deposit Fund of £27295. The Treasurer reminded the meeting that in his opinion the balance of the Deposit Fund should not drop below £25,000. It was a good financial performance but he recommended that there should be no more major expenditure this financial year.  Bob reported that he had applied to the Elsie Lawrence Trust for £1000. |  |
| 8. | **Bookings Report**  Hilary reported that bills for would be sent out next week. The meeting was reminded that the question of increasing the fees should be discussed before the AGM. One group had cancelled, having booked the Hall for the whole weekend, which was frustrating. |  |
| 9. | **Stanage Hall**  Bob had attended a meeting with representatives of DCC. The Stanage Hall was the only building on lease, in the County, and the model was thought to be a good one. 12/14 youngsters attended the meeting and spoke well. The DCC representatives would recommend the continuation of the Lease, the final decision was awaited. |  |
| 10. | **Hirer’s Concerns**  Brian brought the matter of cleaning the Hall to the Committee’s attention. Victoria and her team sometimes had great difficulty in getting into the Hall to clean, when it was very busy. On occasions they had to come in before 7.00 a.m. which is not acceptable.  Brian asked Tim Pritt whether he had any objection if the Main Hall was cleaned on a Sunday morning, (if necessary) and the floor left to dry, whilst the Lawrence Hall was in use. It was agreed to have a trial period.  It was AGREED to raise the hourly rate of Victoria Vernon’s work to £13., with effect from 01.11.2012.  Anne to write to inform her.  TENs. Simon reminded the Committee that in the event of alcohol being sold, i.e money changing hands either in the form of donations, inclusion in ticket prices, in receipt of a raffle ticket, a TENs must be obtained from DDDC. Hilary asked Anne to remind the Choir. | A.MAINWARING  A.MAINWARING. |
| 11. | **Housekeeping**  Nothing to report. Anne and Jean to do the bi monthly audit next week. |  |
| 12. | **Correspondence**  Anne had received several e-mails from Davis Blank and Furness concerning the boundary wall with The Gables. The Deeds seem to suggest that the boundary wall does belong to The Gables.  It was suggested that the question of registering the Memorial Hall with the Land Registry should be passed to Hathersage Parish Council. | A.MAINWARING |
| 13. | **Any Other Business**.  Resignations from the Committee:  Clare Dainton would be resigning before September 2013, as she would not be involved with Parents & Toddlers after that date.  Zac Nicholson would be resigning with immediate effect as he would no longer be on the Player’s Committe.  The Chairman thanked both Clare and Zac for their involvement and interest with the Committee.  Anne had received a tapestry wall hanging depicting scenes of Hathersage, it was hoped to hang it in the Main Hall, should there be space. | B.MUSGRAVE/B.WILSON |
| 14. | **Date of Next Meeting**- Monday 7TH January, 2013 |  |

HATHERSAGE MEMORIAL HALL

AGENDA

Committee Meeting to be held on Monday 7th January, 2013

7.30 in the Sampson Room, Memorial Hall.

1. Present –
2. Apologies
3. Minutes of the last Meeting (November 12th 2012) (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:

Windows in Front Porch

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

1. Treasurer’s Report – See attached Charity Commission News Reserves Section.
2. Bookings Report:
3. Stanage Hall
4. Hirers Concerns:
5. Housekeeping
6. Correspondence:

TENs – 0 to date.

13. Arrangements for AGM

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

1. Date of Next Meeting: March 4th, 2013, following the AGM.