

Redlake Valley Village Hall

Committee Meeting

Held on Tuesday, 13 January 2009 at 7.30pm

Present

Ian Campbell
Jane Kent
Julian Kent (Treasurer)
Helena Lane
James Middleton (Chairman)
Beryl Palmer
Christine Page (Secretary)
Kim Smith
Becky Whitton

Apologies

Barry Palmer
Sheila Smith

Apologies

The minutes of the last meeting were read, approved & signed by the Chairman.

1. Matters Arising

a. Hall Toilet Refurbishment – the refurbishment is now complete bar a couple of little bits and pieces: coat hooks & the odd paint touch up. The total cost, including David Bright's bill, the paint used by the Gun Club and the new toilet roll & hand-towel holders came to £9,540. Grants were obtained totalling £8,820. Making the final cost to the hall of £866. Everyone agreed that the toilets were excellent and the cost was extremely good value.

It had been noted that the new ladies and disabled made the gents toilets look a bit tired, notably the basin, which is badly cracked, and the toilet cistern. It was proposed by Jane Kent that we get a quote for these to be replaced by David Bright using the same chinaware as the new toilets, seconded by Helena Lane, carried unanimously. The Secretary to action and revert.

The provision of a baby-changing unit in the disabled toilet was discussed. It was agreed to monitor the number of babies using the hall over the next 12 months before making a decision.

b. Flicks Funding – Kim Smith reported that a grant for £4,825 had been obtained from the Lottery Awards for All to cover the cost of projection and sound equipment, installation and training. Kim has been working on this with Ian Campbell. Kim also negotiated that instead of paying the proposed matched funding of 10% the hall would do the installation – many thanks to Kim and Ian for their time and expertise to do this. The equipment has already been purchased and the installation should hopefully be completed for the next Flicks in ten days time.

Once operational Kim will arrange for training.

c. Discussion Groups – The Secretary reported that no discussion groups had taken place since it was proposed at last meeting. However, it was generally agreed that this was a good idea and should happen on an ad hoc basis as and when a topical subject presented itself.

d. Permanent Notice / Advertising Board – Jane Kent requested that this be carried over.

e. Draught Excluder Strips – The Chairman reported that Jeremy Jameson had looked at the doors and agreed that he could make a groove and install a draught strip around the swing doors and the fire exit door.

2. **Treasurer's Report**

The Treasurer reported that current hall funds totalled £2,984, of which £977 was the remaining funds for the Flicks equipment and if not used must be returned. A further £885 is also ring fenced. A credit of £720 would shortly be received from David Bright due to an invoice error. Leaving the hall with £1,842 available for use.

3. **Hall Usage**

Beryl Palmer reported no major change in hall usage although the yoga classes had been cancelled for the winter due to the hall being so cold.

4. **Chapel Lawn Website**

Becky Whitton reported that the Chapel Lawn website can now be found on the Shropshire Community Directory site by those outside the area who may wish to see what's going on or use our facilities as long as they are able to successfully navigate the Community site.

5. **Door Lock**

The Chairman reported that the lock on the hall door had been oiled and a bit planed off the door so that opening and closing should now be easier.

6. **The Redlake Newsletter**

The Secretary reported that the newsletter had now been successfully produced for a year, four issues, and, as it is produced under the auspices of the hall committee, asked for their agreement for it to continue. It was unanimously agreed.

7. **Any Other Business**

a. **Ash Tree** – the Chairman reported that NPower had looked at the large ash tree next to the hall and would hopefully take it down in due course.

b. **Xmas Hall Decorations** – Beryl Palmer asked if it was OK to dispose of the old decorations, which was agreed as they were falling apart.

c. **Parish Plan** – Kim Smith advised that he planned to arrange a social sometime towards the end of February for those interested in the Parish Plan.

d. **Gutters** – Kim Smith noted that the gutters are clogged with leaves on both sides of the hall. The Chairman would action the Gun Club to clear them.

- e. **Jumble** – Kim Smith noted that some jumble had been left in the hall. As no jumble sales were planned Jane Kent offered to distribute it around the charity shops.
 - f. **Key to Awards Cupboard** – Jane Kent asked if anyone knew where the keys to the awards cupboard were. No, but the Chairman said he would look into it.
 - g. **Housekeeping** – Beryl Palmer asked if she could arrange a spring clean, which was agreed.
 - h. **Stage Backdrop** – Jane Kent requested that a plain backdrop for the stage be acquired for use during performances to enhance the performers. This was agreed. Jane Kent to action.
 - i. **Old Booking Diaries** – Beryl Palmer asked if she needed to retain the old booking diaries for audit or any other purposes. Kim Smith advised that this was not necessary. Helena Lane offered to keep them for posterity.
8. The next meeting date was set for Tuesday 16 June 2009.
- The meeting closed at 8.30pm