

MINUTES OF THE ARKENDALE MEMORIAL HALL COMMITTEE MEETING

THURSDAY 4th SEPTEMBER AT 7.30 pm HELD IN THE HALL

Present:- Alan Stokes (Chairman), Jean Stokes, Peter Thorndyke, Jean Cox, Caroline Houseman, Trevor Rowe, Sue Rowe, P. Whitfield, G. Holman, Malcolm Howe, Judith Howe.

1. Apologies for Absence

M. Horne, P. Topham and M. Robertshaw sent their apologies for absence.

2. Minutes of the meeting held on 29th May 2014 And Matters Arising

There were no matters arising that would not be dealt with under the agenda.

3. Correspondence

None

4. Financial Matters

JC said that the current financial balances were – deposit account £30,672 of which £8672 was unrestricted, and current account £735. There were some invoices outstanding, and a drinks license fee of £70 due later this year. JC promised to e-mail the committee shortly with a forecast of income / expenditure for the year, but it appeared that income from lettings would fall this year from that attained in 2013. On the basis of that, and continually rising running costs, she posed the question of raising letting charges. The surplus from events held was effectively subsidising the fall in income from lettings, so the hall would be in overall surplus for the year. Discussion followed and it was decided to leave the matter until the end of the year.

5. Village Hall Maintenance

PW reported that, since the last meeting, a number of outstanding maintenance issues had been resolved. The building exterior has been painted, a new hand dryer has been sourced and fitted in one of the toilet cubicles, and the interior floor has been sanded and varnished. There were still a number of items outstanding, such as repairing the middle spotlight, renewing some grouting in the kitchen, putting a doorstep outside the front door and sanding the bottom of one of the doors into the hall that was sticking and therefore marking the floor. The fire alarm was due for service in November and MH and PW agreed to undertake the annual risk assessment together before the end of the year.

6. Report on Village Hall Usage (New Zumba Leader)

CH reported that she was unable to provide her usual analysis because of internet problems in recent weeks. She was able, however, to confirm a number of new bookings that were in the offing, such as the new Zumba class, Bettys, and Young Farmers.

7. Hall Equipment (Especially screen and projector)

AS said that he had obtained 3 quotes for a new screen and projector. He had approached HBC regarding grant aid and been offered £2100 from the Community Fund, which it was believed, was the total sum available from that source. Later it transpired that the Community Fund contained over £6000, and after negotiations it was agreed that the new equipment would be fully grant funded from that 'pot'. New speakers are included and it was agreed that the old speakers should be offered for sale using, initially, the Village Hall Network. AS has spoken to an alternative film supplier to whom we would pay an annual license fee of £145 which would give access to most, but not all, films on general release. The drawbacks are that we would only be allowed to advertise on our own internal media (i.e. no newspapers or external magazines to be used), and we will not be able to charge admission fees for the films. Various suggestions were put forward to alleviate this problem, and it was agreed that their offer was the best way forward.

8 Future Events (5th Birthday Event)

The fifth anniversary of the hall opening will fall on September 27th 2014 and it was proposed to mark the occasion with a social event in the hall consisting of each group that used the hall being invited to put on a display or distribute leaflets in the hall on that day, plus champagne (fizzy white wine) and cake to be served between 2.00 pm and 4.00 pm. Leaflets notifying people of the plan would be distributed round all the local communities. JS and CH agreed to oversee the organisation of the event.

9. Review of Events since Last Meeting

It was noted that the Strawberry Extravaganza had gone well and produced a surplus, despite the inclement weather which forced a move into a barn.

10. Wine Society

AS noted that the Wine Society had become a major contributor to hall funds and that the next meeting was due on 11th September which would be a chocolate and wine evening. He was trying to organise a Christmas Dinner for Wine Society members in December and had originally proposed the 11th, but this clashed with other village events and it was agreed to move it to Friday 12th. It was agreed that CH would approach the person who had provided outside catering for the meal last year to ascertain whether she could undertake it again this year whilst providing something a little simpler.

11. Teddy Church

This was a new initiative in the village aimed at pre-school children. It was agreed that they should be allowed to use the hall without charge once per month, on the first Friday, from 9.30 am to 11.00 am, for an indeterminate period, in order to establish themselves.

12. WI Streaming Event and WI-FI Assurance

The Women's Institute have a significant anniversary in June 2015 and wish to stream the celebrations in the Albert Hall to village halls throughout the country. It was accepted that they could use Arkendale Hall for that purpose, in principle, but doubts were expressed as to whether the WIFI signal in the village was fast enough to support streaming, if the planned fibre optic WIFI was not available by then.

13. A.O.B.

JS proposed that a steam cleaner should be purchased to facilitate the cleaning of the floor. The cost was likely to be £55 to £100. This was agreed unanimously. Discussion, initiated by JC, took place about the need for deposits for certain 'party type' bookings. It was agreed to continue the present system for the time being.

14 Date of Next Meeting

There being no further business the Chairman declared the meeting closed at 9.15 pm.

The next meeting is scheduled for 4th December 2014, immediately following the AGM which will take place at 7.30 pm

Signed: _____ (Chairman)

Date: _____