

MINUTES OF ARKENDALE COMMUNITY HALL COMMITTEE MEETING 24th SEPTEMBER 2015

AT 7.30PM IN ARKENDALE COMMUNITY HALL

Present

Alan Stokes (Chairman) AS

Peter Whitfield PW

Peter Thorndyke PTh

Peter Topham P To

Jean Cox (treasurer) JC

Caroline Houseman CH

Gavin Holman GH

Trevor Rowe TR

Sue Rowe SR

Jean Stokes JS

1. Apologies for absence

John Brook, Mark Robertshaw, Malcolm Horne and Malcolm Howe all sent apologies for their absence.

2. Minutes of meeting held on 25th June 2015 and matters arising

The minutes were read, unanimously approved and their acceptance proposed by PW and seconded by PTo. They were therefore signed by the chairman. There were no matters arising that would not be covered under the agenda.

3. Correspondence

JC reported that an invitation to a 'Rural Matters' conference on 24th October had been received. No one expressed a desire to attend.

4. Finance

JC reported that we have £3494 in the current account and £30808 in the deposit account of which £22,000 is in the reserve fund.

JC said that she had not yet renewed the broadband contract with BT. She was leaving it until the current contract expired in December, with a view to obtaining a better deal from an alternative supplier. She issued a spread sheet showing the profit / loss on various activities in the hall. Overall it showed a profit of £1,265.

5. Maintenance

PW described the maintenance tasks undertaken since the last committee meeting. They were: Bulbs in wall lights changed to the correct wattage. Someone had inadvertently left them on over a weekend with the result that some scorching of the fittings had occurred. The dishwasher had been repaired. It had malfunctioned due to a fragment of glass being sucked into the drainage channel when the filter had been temporarily removed. The emergency lighting log had been completed up

to date. The hall and widows had been cleaned by Robin Cox. The fire extinguishers had been serviced and passed as OK. PW noted that the floor outside the kitchen had been scratched due to grit being caught under the kitchen door.

There were some jobs outstanding. The telegraph pole and hole still remained just outside the hall entrance. There had been no contact from the utility supplier responsible. The first wooden board by the hedge requires replacement. There were small marks in the varnish on the outside by the first window caused by the removal of sticky tape. The annual fire safety risk assessment and the health and safety review were both due to be completed by 26th October 2015.

6. Hall Usage

CH said that usage was 'ticking over'.

Bookings were being received, but sadly some of the all-day ones had to be turned down due to clashes with existing activities such as Pilates.

7. Missing items

AS referred to the unfortunate incident with the wall lights, noting that it could have been very serious if the burning had been just a little more intense. In addition, he said, a hot water tap had been left running overnight. He reminded all committee members involved in closing the hall to check that everything had been turned off and water was not running.

8 Future Events

The visit of the singing duo 'Blackheart' on the 10th October was the next event scheduled in the hall. CH reported that 28 tickets had been sold, and she hoped to reach 40. A village clean-up had been arranged for 24th October with Peter Houseman making the arrangements in Arkendale. John Brookes was prepared to undertake another CPR defibrillation demo in the hall. PTo said he would discuss the timing with John.

9 AOB

Mark Robershaw was investigating the possibility of siting a mirror at the entrance / exit from the car park, to improve safety.

10. Date of next meeting

There being no further business the chairman declared the meeting closed at 8.20 pm. The next meeting was set for 3rd December 2015 at 7.30 pm (the AGM)

Signature of chairman Date