

MINUTES OF ARKENDALE COMMUNITY HALL COMMITTEE MEETING THURSDAY 14th SEPTEMBER 2017

AT 7.30 PM IN ARKENDALE COMMUNITY HALL

Present: Gavin Holman (Chairman) GH, Jean Cox (Treasurer) JC, Peter Thorndyke (Secretary) PT, Caroline Houseman (Booking Secretary) CH, Trevor Rowe TR, Sue Rowe SR, Malcolm Howe MH, Judith Howe JH, David Cox DC,

1. Apologies for absence

Malcolm Horne

2. Minutes of meeting held on Thursday 25th May 2017 And Matters Arising

The minutes of the previous meeting were accepted as correct. Proposed by TR, seconded by JC and signed by the Chairman.

3. Correspondence

JC reported that she had received a letter from NatWest regarding fidelity insurance. They required some evidence of the honesty of committee members in order to retain the cover on each person. They did not need to see the evidence. The committee considered the matter and agreed that all committee members were regarded as totally trustworthy by all other committee members jointly and individually and therefore no further action was required.

4. Financial Matters

JC reported that the accounts showed that the hall now had funds in the current account of £3,127 and £41,071 on deposit of which £25000 was designated a reserve fund. There were a couple of minor invoices to pay. The performing rights and drinks licenses were due but there was nothing substantial outstanding. It was noted that a new cheque signatory was required to replace AS. TR volunteered and this was accepted by the committee unanimously.

Maintenance

GH reported that a quote to paint the front of the hall had been accepted and Gary Atkins would start the work shortly. He said that a couple of the fence supports on the balcony were crumbling and in need of repair. TR suggested a joiner called Simon Lunn to do the work. GH also referred to a quote he had obtained for fitting sound baffles around the walls of the hall to improve acoustics in the hall. They were wooden frames with a sound deadening material in the middle encased in a fabric of our choice. It was decided unanimously to proceed with this work and 'Charles Reevely Interiors' were suggested as the potential suppliers of the fabric.

Health and safety requirements were discussed and it was agreed that GH would talk to MHo about action that was needed. It was noted that we must be seen to be doing something and taking the issue seriously.

Other points made were there appeared to be a problem with the DVD player – to be looked at when the meeting closed, the WIFI code has been removed from the modem and will be kept in the locked cupboard, GH is to investigate non-standard connectors needed by some renters in order to connect to the audio visual equipment and DC said he would buy 2 extension leads for the multimedia.

6. Booking Secretary's Report

CH reported that a man from Minskip had shown interest in organising a martial arts club in the hall but he had not returned the booking forms. He, however, had said he was still interested, but appears disorganised. He has indicated that he would like to book early Monday and Thursday

evenings. It was agreed that CH would talk to him further and look into his background and any experience he had of running this type of activity.

Oliver Quarmby has organised a village meeting in the hall to discuss the proposed local sugar beet factory on 25th September at 8.00 pm. It was agreed that there would be no charge for the use of the hall.

The Air Ambulance group have the hall this coming Saturday, free of charge, and they will be selling alcohol effectively using the hall's license for the event.

The Pilates classes are lasting more than the booked 1 hour which is a problem for those opening and closing the hall. CH to speak to the organiser and suggest that she books and pays for 1.5 hours.

7. Future Events

- a) Blackheart appearing on the 7th October. Tickets sold so far, 14, plus 4 definitely wanted.
- b) 'Their Finest' film to be shown on 29th September, then 'The Viceroy's House' on the 27th October. A discussion took place on future films and DC said he would produce a list of possibilities for people to consider. DC then mentioned a problem regarding the license, in that we should not advertise the showing of films to the general public. Adverts in the church magazine or within the hall are OK but banners outside the hall or web site advertising are not. GH said he would include mention of upcoming films in his e mails.
- c) JC suggested that it was time to issue a revised village hall leaflet as the existing one is 5 years old and out of date. She asked for suggestions about what to include.
- d) JH offered to put on a 'Cabaret' type performance – i.e. a meal plus entertainment. This was accepted and November 11th was agreed as the provisional date.
- e) GH and DC agreed to meet to discuss forthcoming Wine Society meetings.

8. AOB

None

9. Date of Next Meeting

The date of the next meeting was set as Thursday 7th December following the AGM which was to be held at 7.30 pm in the village hall. There being no further business the Chairman declared the meeting closed at 9.15 pm.

Agreed (Chairman) Date