

MINUTES OF ARKENDALE COMMUNITY HALL COMMITTEE MEETING THURSDAY 7th DECEMBER 2017 AT 8.00 PM IN ARKENDALE COMMUNITY HALL

Present: Gavin Holman (Chairman) GH, Jean Cox (Treasurer) JC, David Cox (Secretary) DC, Caroline Houseman (Booking Secretary) CH, Peter Thorndyke PT, Malcolm Howe MH, , Malcolm Horne CMH.

1 Apologies for absence

Judith Howe

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 CMH seconded by DC and signed by the Chairman.

MH asked about Health & Safety issues. GH said that he was preparing a spread sheet which will show the routine maintenance and safety checks that were required and schedule them. This should ensure that all risk assessments can be kept up to date.

It was noted that the Pilates class were now leaving on time.

The sound deadening baffles had been fitted as planned and appeared to do their job adequately.

GH reported that he had not made any progress looking into the connectivity of electronic items such as i pads.

3. Correspondence

None

4. Financial Matters

JC reported that the accounts showed that the hall now had funds in the current account of £1944 and £41091 deposit of which now £33000 was designated a reserve fund.

5. Maintenance

Painting the south side of the hall had been completed, but there were some small snags concerning matching the colour of the window surrounds. They were properly sealed, it is the aesthetics that need extra work.

GH said that he had chased NEDL regarding the telegraph pole but had not received a response.

DC thought we should be making plans to have a new floor laid. CMH felt this could be left until the existing floor showed greater deterioration.

DC expressed concern that, when the alarm system failed we had to pay £90 for a call out, and all they did was fit a new battery. It appears that our annual contract does not cover failure of this type.

GH said that he would organise and advise people of a clean-up day in 2018 which would be on the same day and month as in 2017.

GH promised to have his repair and maintenance spread sheet ready for the next meeting.

6. Booking Secretary's Report

CH reported that bookings were going smoothly and also told of a new client who required premises to rent for themed children's parties. She hoped this could become a regular booking.

7. Future Events

CH said that she had identified a potential supplier for the January 2018 wine club dinner that would provide various meals for £20 per head.

DC said that film showings were going well and he was planning a programme of films for the first half of 2018.

It was agreed that village hall fees would be waived for the St. Michael's Hospice fund raising event planned for 30th December.

8. AOB

GH reported that he had been informed by Trevor and Sue Rowe that they had resigned from the committee. PT confirmed his resignation from the committee.

9. Date of Next Meeting

The date of the next meeting was set as Thursday March 8th at 7.30 pm in the village hall. There being no further business the Chairman declared the meeting closed at 9.20 pm.

m.

Agreed (Chairman) Date