

MINUTES OF ARKENDALE COMMUNITY HALL COMMITTEE MEETING THURSDAY 6th SEPTEMBER 2018 AT 7.30 PM IN ARKENDALE COMMUNITY HALL

Present: Gavin Holman (Chairman) GH, Jean Cox (Treasurer) JC, David Cox (Secretary) DC, Caroline Houseman (Booking Secretary) CH, Malcolm Howe MH, Judith Howe JH, Jane Watson JW, Sarah Brophy SB.

1 Apologies for absence

GH reported that Malcolm Horne had resigned from the committee otherwise, all attended. Malcolm Horne did offer to open/close if required.

2. Minutes of meeting held on Thursday 14 June 2018 And Matters Arising

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

3. Correspondence

No correspondence

4. Financial Matters

JC reported that the balance in the COIF deposit account was £41187.84 and the balance in the current (HSBC) account was £5892.59 on 5 September 2018. Profits from recent events including the quiz evening and regular films were keeping the income ahead of the significant expenditure required to run the hall. We have maintenance and repair bills for interior and exterior decorating and roof repairs coming in shortly.

5. Maintenance & Health & Safety

GH said that he would next remind NEDL about removal of the electricity pole in January 2019. He also said it was expected that Ian Johnstone would commence repair to the roof gable edges in the next few weeks, and Gary Atkins would commence the interior decorating (hallway & kitchen) and the exterior east face, and window frames (south) on Monday 10 Sept. The original specification for the base and varnish for the window frames had been obtained from Finlamelli and sourced from Teknos for Gary to use. The 'No Dogs' sign for the car park had been sourced and erected. New south facing veranda spindles had been obtained, fitted and stained, followed by 2 coats of stain on the veranda deck after an unfortunate colour choice on the first coat!

MH said he would alter the format of the H&S documentation to that adopted by Community First Yorkshire when it came up for review in 2019. The intermittent nature of the street lamp opposite the hall which helps to illuminate the car park had been reported to the Parish Council for action and would be raised at the PC meeting on 19 Sept. There was a discussion re. the next PAT test date and it was decided that the faulty kitchen light would be fixed at the same time.

DC advised that the audio/visual cupboard lock that had fallen apart earlier in the day was to be replaced under guarantee, and hopefully include a full replacement set of keys as well. The cupboard would be open until the new lock arrived. The issue with the intermittent lack of sound on the burglar alarm system had been discussed with the manufacturer and raised with the service

engineer earlier in the week – no fault could be found and both could not explain why. Decision to live with it as long as the operation of the alarm was not affected.

6. Booking Secretary's Report

CH advised that that bookings were going well with weekdays fuller than weekends. Marion Oakley may possibly extend her Pilates/Zumba gold booking in to a third session on Mondays. It was proposed that the church 'Harvest' booking would be one of the free charity events this year. All supported this.

We then had a discussion regarding the booking system – paper v electronic. It was decided that as Caroline was happy with the current system we would continue with the present system. However, GH said he would raise the issue of development of an electronic system with Community First Yorkshire. GH reported that he had attended a recent Community First Yorkshire meeting and that they were keen to promote their advice services to halls.

7. Future Events

DC outlined films of the autumn programme.

All discussed the Wine Society events, JW, CH & JC had put up posters in surrounding villages to encourage new members and JW and GH had circulated information via contact emails. Numbers were looking healthier for the 'Chez Vin' meeting 21st September. Wendy Lill had offered to do the food and JC would also help. JW offered backup if required. Wines have already been sourced for a November event on Portuguese wines with a potential for a speaker from Majestic Wines, the wine supplier for the event. – possible dates 9th, 23rd or 30th. November. SB suggested approaching Majestic to host a Wine Fair at the hall.

The previously discussed film/supper evening (Dirty Dancing, Grease or similar) was deferred until the spring. SB would look to arranging for 1/ 22nd March 2019.

CH confirmed that Blackheart were coming to give a concert on November 17th. CH would circulate their terms when she received them so that a ticket price could be set.

JH suggested a future event run by Harrogate Dramatic Society to include the play 'Gosforth's Fete' and various cabaret pieces. They would hire the hall and run the event as their own fund raiser.

MH said he would follow up the potential for a Christmas wreath making demonstration.

8. AOB Nothing of note

9. Date of Next Meeting

The date of the next meeting was set as Thursday 6th December 2018 in the village hall which would be preceded by the AGM, starting at 7.30 pm. There being no further business the Chairman declared the meeting closed at 9.20 pm.

Agreed (Chairman) Date