

**MINUTES OF ARKENDALE COMMUNITY HALL COMMITTEE MEETING THURSDAY 9<sup>th</sup> JANUARY 2020 AT 7.30 PM IN ARKENDALE COMMUNITY HALL (POSTPONED FROM 5DEC.)**

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

**1 Apologies for absence**

No apologies

**2. Minutes of meeting held on Thursday 5 September 2019 and Matters Arising**

The minutes of the previous meeting were accepted as correct. Proposed by JC seconded by CH and signed by the Chairman. Matters arising were to be covered under the remaining agenda items.

**3. Correspondence**

JC received a letter from HSBC requesting completion of an anti-fraud update of bank account signatories. The required sensible information was supplied, and unnecessary information re. trustee details was challenged successfully. Acknowledged by HSBC as fully completed. CH had received a proposal for an American folk group to put on a show at the hall. It was agreed that we could not reliably promote the event without making a loss. GH had been contacted to see if we wanted to 'upgrade' and pay for the entry on the Meeting Rooms website but had declined. He would also forward any communications from Community First Yorkshire that he thought we all needed to see.

**4. Financial Matters**

JC reported that the balance in the deposit account was £44999 on 9/01/2020, including interest, and the balance in the current account was £5356 on 9/01/2020. JC and John Foster will meet shortly to upload the accounts and start this year's event sheets.

**5. Maintenance**

GH gave a resume of tasks carried out since the last meeting and we then discussed future maintenance and improvements. Further conversion to LED lights was discussed and it was decided that we would complete replacement in the kitchen as and when the bulbs failed and also replace the veranda security light as it could be on for as long as 16 hours per day. Toilets and hallway were lower priority and were deferred.

JH had obtained a quote for replacement of the 'stage' lighting and it was agreed that the cost exceeded the amount commensurate with likely usage. However, it was agreed that

we would replace the 4 parcan spots and then review. DC would arrange to source the same parcans as detailed in the quote received.

CMH confirmed that arrangements had been made with the graveyard grass cutting group to cut the grass on the slope frontage.

## 6. Health & Safety

MH advised that the previous 6 monthly review was completed on 14 September 2019 would be due again in March/April. The date will be arranged at the next committee meeting. Completed and outstanding tasks would be fully documented at the review. Tasks completed following the last review included, 5 year electrical check/PAT testing, gas boiler service, heat recovery check/filter change and dishwasher chemicals cupboard lock fitted.

## 7. Booking Secretary's Report

CH confirmed a healthy list of forward bookings and the success in finding replacement for two Zumba classes with Yoga and Dance Fit. Regular bookings from cycling groups continue, and CH allows use of the field for extra parking when cropping allows. The issue of ball games at the Youth group was discussed and all agreed that the hall was not suitable. CH was to contact Reverend Claire and advise this.

## 7. Future Events

Films for the Spring season were discussed. It was agreed that Rocket Man and Downton Abbey be shown first, Further suggestions were added to the list including Official Secrets, Little Women, Lowry & Son, The Goldfinch and Cats. Knives Out, The Good Liar, Judy were also to be considered. Once upon a time in Hollywood was also discussed but thought to be unsuitable for our audience, Last Christmas was suggested for December 2020.

We also discussed another Film Night Special (Ladies Night) showing an iconic film with drink and nibbles included. CH, JW & SB would decide on the film and the date was fixed for 20<sup>th</sup> March.

A Quiz Night was suggested, possibly for Autumn 2020

HDS would present '70 Glorious Years' on 8 May in the hall.

The next Wine Society was to be on 17 January followed by another on 27 March.

## 8. AOB None

## 9. Date of Next Meeting

The date of the next meeting was set as Thursday 2nd April 2020 in the village hall. There being no further business the Chairman declared the meeting closed at 9.15 pm.

Agreed ..... (Chairman) Date .....