

Minutes of Meeting held Monday 2nd November 2015 – Committee Room

Present:

Chris Davies, Norma Divine, Mr Pat Riley, Mrs Pat Riley, Barbara Baker, Grayce Sheppard, Natalie Wise, Jan Brice, Pauline Giles

1. Apologies

Lynne Poole, Hazel Watkiss

2. Minutes of Previous Meeting

Minutes agreed as true record of the meeting.

3. Matters Arising

Work has started on the sign – it has been taken down and new letters are being ordered. It will be in keeping with the original style.

Chris has looked into WiFi – we will probably be 'business' users which costs approx £120 for installation of a land line and then there will be a monthly charge. Chris will set something up with a limit of £150 on set up costs with ongoing costs as cheap as possible.

We now have a holding page on our website at: <http://www.alvechurchvillagehall.co.uk/>. It needs more content from user groups etc. before the launch but it should be complete by the next meeting. Jan showed a line drawing which could serve as a logo, however, it may need to be simpler as it will be made smaller. Another suggestion was to have photos of different events and decoration as ideas for users.

The wording has been changed regarding the alcohol licence on the booking form.

Natalie had forwarded information from the Insurance Company about electrical testing which said that neither the building nor the PAT testing needed to be done every year. Barbara suggested that we keep the PAT testing as this was the cheaper part of the costs and it would keep the electrician 'contracted' to us but change the more expensive building checking to 5 yearly intervals. This was agreed.

4. Chair's Report

Chris welcomed Jan Brice to the meeting – she is the Drama Group representative.

5. Treasurer's Report

The final payment for the windows has been made. Barbara noted that now the windows are finished, that it is the final project. There is one more sanding of the floor left and after this the sprung maple floor will need replacing, at a cost of £10K+.

There is a payment to Phil Hayward to cover some work he did for us – repairing the garage door, cleaning while his scaffolding was up, some decorating and general maintenance.

A small amendment to the report needs to be made – there was 21p of interest that wasn't

accounted for in one of the totals.

6. Secretary's Report

The defibrillator cabinet alarm has been fixed and the cabinet is switched on and working. The defib training session was run by West Midlands Ambulance Service in September and attended by around 15 people. There should be certificates for attendees – Natalie to chase. Natalie will try and arrange a second training session for those who couldn't attend the first but there will be a session next year anyway. Natalie needs to buy a few items to support the defibrillator and have a spare key cut: this was agreed.

Unfortunately, the defibrillator wasn't featured in this month's Village Magazine, Natalie will contact them to see if it can be mentioned.

7. Hall Manager Report

There was a leak in Gents toilet, which has now been fixed and a new 'innards' for the cistern has been ordered. The Ladies right hand cubicle also had a leak and a problem flushing. Both now have been resolved.

The Drama garage door has been fixed. This is the original door and was not changed when the garages were updated. It has been repaired several times and should it fail again a new door will be required.

The Ferroli boiler could not be serviced as the engineer was unable to fit us in. Barbara is looking now to December when groups break for Christmas.

Sunday 29th November, the Drum band will be using the hall from 2pm. Chris confirmed that Drama will be cleared by then.

Barbara asked if Drama can leave the trestle table on the front of the stage for the Art class and put the extra chairs back on Friday night to give the Dance School room as they cannot use the stage that week. Also on the Sunday the spare chairs are to be left on the stage so that Pat can clean the dressing rooms.

The Christmas Coffee morning is being held on 12th December, 10-12.30pm. The Choir is to sing at 11am. Barbara has asked for help in kitchen and for Grayce to provide some cakes. Raffle prizes are needed – Barbara asked if Drama will supply one. A Father Christmas is needed as well as a costume. Jan may be able to supply a costume. Chris may play Father Christmas if no one else can be found.

A cheque of £150 has been paid to Ray in recognition of his work repairing chairs, providing the hanging baskets and general maintenance. Many thanks to Ray.

8. Fundraising

The quiz was held on Wednesday 14th October. There are 14 teams out of a possible 17. The quiz raised £240 after the prizes had been paid out. This money will be shown on the next Treasurer's report. Thanks to Norma for organising the quiz.

9. Any Other Business

The play is on 26th-28th November.

Jan asked if she could put decorations with lights up along the length of the hall – this was agreed. It would be ideal if they were put up in early December, they may be able to be put up before the play.

The Triplex Social Club is closing and they have offered their equipment to Silver Threads. Silver Threads have the equipment they need but wondered if the hall wanted to store them in case we need them or they could be offered to the Sports and Social Club. Pat Riley to let the Committee know what the equipment is at the next meeting.

Date of Next Meeting – Monday 18th January 2016 @ 7.00 p.m.