



Village Hall Councillors Committee meeting

27 September 2016

In attendance: Chris Thompson(Chair), David Richards, Gail Murphy & Jane Donovan(VH Manager)

1.	No apologies for absence	Action
2.	<u>Minutes of the meeting held on 08/06/2016 and matters arising</u> The Minutes of the above meeting were agreed and signed by the Chairman as a true record.	
3.	<p><u>Village Hall Managers Report</u></p> <ol style="list-style-type: none"> 1. New locks for the ladies toilets have been obtained and fitted. Many thanks Chris/Jim Thompson. 2. Wish list needs to be updated ready for the PC as they will be discussing the new budget shortly. 3. New stage curtains have been put up, they need lowering. This will be done in the next few weeks. 4. Malcolm has agreed to paint the front of the stage and the main front doors; we are still working on finding a suitable time slot for this. 5. All information gathered regarding the new smart meter has been passed to the PC Clerk to consider and take to the PC. 6. The LH floor has been re varnished. 7. The yearly Fire extinguisher check has been carried out. 8. Nottcuts have agreed to sponsor some plants for the main borders; V H Manager will arrange this. 9. UK Landscapes are still to make a start on border maintenance, they have been contacted and a schedule of when this may start has been requested. 10. Quotes for new curtains for the LH and SH have been obtained from Buxton's £1967.00, Fran Aldhurst has been asked if she would like to quote. One other is still needed. 11. The missing jumble sale layout poster has been replaced. 12. H&S folders have been reviewed and are all up to date. 13. COSHH folder has been relocated to the kitchen 14. Nearly all Jumble Dates for 2017 have been confirmed 15. The 6 monthly Fire Alarm check is due to be completed this week. 	
4.	<p><u>Village Hall Maintenance</u></p> <p>A working party removed shrubs and weeds from borders. As the borders are large at the west side of the VH and there were not many plants which were viable it was recommended that we grass these borders. This will mean that we will be able to improve the borders to the side of the hall and outside the front door. The contractors will weed kill borders and dig them over ready for seeding/planting. Thank you to those who helped with the garden and to Sure Akers for organising. The occupants at Tenterden have asked if the hedge could be cut soon. VH Manager will ask the contractors to do this.</p>	JD

5.	<p><u>Heater Replacement in the Large Hall</u></p> <p>We have had a quote for replacing the heating in the main hall. Thank you to Chris Stewart-Brown for measuring the hall and seeking advice on appropriate heaters. VH chair will seek two further quotes for the heaters. BSW quoted for eco friendly heating. The quote too expensive. BSW recommended that we look at radiant heating for the hall. VH Chair confirmed that the quote received was for this type of heating.</p>	CT
6.	<p><u>Matter to be raised at future Village Hall Councillors Committee Meetings</u></p> <p>Councillors did not raise any issues for future meetings.</p>	

Next meeting TBC

These minutes are in draft form and, subject to any agreed amendments, will be ratified at the November Village Hall Councillors Committee meeting.

Meeting closed at 19:55

DRAFT