



VILLAGE HALL USER GROUP MEETING  
MINUTES OF THE MEETING HELD ON 23RD JANUARY 2017

IN ATTENDANCE: Jane Donovan, Sue Akers, Richard Taylor, Karen Beard, Carol Grant & Gill Wells.

1) APOLOGIES: Chris Thompson Malcolm Beard and Roger Blunden

2) REVIEW OF MINUTES: Minutes of the meeting held on the 7th November were agreed.

3) MATTERS ARISING:

The new heater above main door to the Large Hall doesn't appear to be working; Richard has offered to look into this.

*Action Richard Taylor*

The Spot lights in the CR are not working; Richard Taylor has offered to look into this.

*Action Richard Taylor*

UK Landscapes have been asked for a schedule of works to be carried out on the Green, they are yet to produce one. They have also been contacted and asked to cut the two hedges in the tender. V H Manger to chase.

*Action V H Manager*

V H Manager is still working on getting quotes for new curtains and will look into the costs for thermal and blackout linings.

*Action V H Manager*

Nick Satchell has organised the replacement of the missing microphones, this will be available from the beginning of February.

4) VILLAGE HALL MANAGERS REPORT:

A lead for the sound system to connect to a laptop has been bought

The failed light bulbs have been replaced

A deep clean of the Hall floors is due and will be done over the next week.

The LH curtains have been adjusted so they close without leaving gaps

Users were asked for a spec for new card tables. It was suggested that they should be square, light weight and folding so easy to store. A different colour so that they are easily identified would also be helpful. V H Manger will look into the cost of 12 of these along with the possibility of selling the old ones.

*Action V H Manager*

#### 5) HEATING

The Large Hall has had new heaters installed.

It was suggested that the switches to the fans be moved from the south store to next to the spot light switches. Richard Taylor will look into this and report back at the next meeting.

*Action Richard Taylor*

The Small Hall storage heaters are dangerously hot, warning stickers have been placed on them to warn Hirers. One heater has been switched off as the front cover has been damaged. V H Manger to look into the cost of replacing these and bring this to the attention of the PC.

*Action V H Manager*

#### 6) WISH LIST

The Users wish list for next year is as follows:

A new front door mat

New dinner set, a 100 of each

A new cloth for the CR table

New card tables.

A glass washer for the Bar

New chairs

#### 7) BORDERS

Sue Akers is still looking into the costing for top soil for the area to be grassed and the remaining boarder.

*Action Sue Akers*

A working party will be organised for the spring, Sue has kindly offered to organise this. It has been highlighted that the ivy growing up the side of the Hall and leaves in the car park all need addressing at the next working party.

*Action Sue Akers*

Sue has asked if Richard Allen could be asked if he would be able to remove the bamboo.

V H Manger will find out if this is possible and what the cost would be.

*Action V H Manger*

Sue Akers asked if UK Landscapes could be asked how they intend to manage the composting for the Green.

*Action V H Manager*

## 8) USER GROUP FEEDBACK AND SUGGESTIONS

The next V H Jumble sale is on the 4th February, help is needed setting and clearing up, tip runs and tombola prizes. V H Manager is to contact Councillors asking for help.

*Action V H Manger*

More jugs are needed in the kitchen; these have been kindly supplied by the WI

Karen Beard reported that her parents are no longer able to offer their garage as a store for Jumble and that the Farm is no longer able to take left over Jumble

Extra hatch keys are needed as we're down to 1, V H Manager will provide more keys.

*Action V H Manager*

The two storage heaters at the front of the stage have been switch off, Richard has offered to switch these back on.

*Action Richard Taylor*

Carol Grant has suggested that we have signs on the doors to both halls so unfamiliar Hirers know which hall is which. V H Manger will look into the cost of this.

*Action V H Manager*

Users would like an industrial mop bucket

*Action V H Manager*

The taps in the ladies don't stay on long enough to wash your hands; these will be looked at to see if anything can be done to make them stay on longer.

*Action V H Manager*

It has been noticed that some of the gutters are leaking. This needs to be addressed before it causes damage to the building. V H Manager to take this to the PC

*Action V H Manager*

Sue Akers reported that the damaged notice board on the green is now ready and will be put up shortly.

Meeting closed at 20.30pm

Date of next meeting 6th March 2017

