



## Village Hall Councillors Committee meeting 07/11/2017

**In attendance:** Chris Thompson(Chair), Nick Satchell, Gail Murphy & Jane Donovan(VH Manager)

1.	<p><b><u>Apologies for absence</u></b> There were no apologies for absence</p>	Action
2.	<p><b><u>Minutes of the meeting held on 19<sup>th</sup> July 2017 and matters arising</u></b> The Minutes of the above meeting were agreed and signed by the Chairman as a true record. Councillor Satchell had looked in to the cost of PRS music licence. The amount the cost had been based on included all hirings and not just those with music, this will mean a reduction in the amount we pay. Councillor Satchell will contact them. Councillor Satchell has arranged for a company to have a look at the solar panels and also to advise if we are getting any of the electricity to use at the hall.</p>	NS
3.	<p><b><u>Village Hall Managers Report</u></b> Both the corridors and committee room have been redecorated. A new back up battery has been fitted to the fire alarm after a fault was reported. A new smoke detector has been fitted in the entrance hall as it under performed during the 6-monthly check. The Red stage curtain has been mended with the help from Dave Brown from Panto. A replacement clip for the rear black stage curtains will be fitted by Buxtons when the fit the new Hall curtains. The new curtains have been ordered had hopefully will be fitted by Christmas. The ivy from the south corner of the building has been removed and the borders outside the large hall door have been cleared in readiness for re-planting in the spring. The quarterly FIT reading has been phoned in. The quarterly deep clean of the floors has been completed. The next clean will be done at the end of January, after Panto.</p>	
4.	<p><b><u>Village Green Maintenance</u></b> One quote has been received from Zac Robbins for cutting the grass and strimming the village green. The quote was for £2640. The cost for cutting hedges this year on the green was £460. The budget last year for green maintenance was £2500. It was agreed that we would seek other quotes from local suppliers to compare costs. As the green only needs one more cut JD will ask Richard Wells if he could do this. We would then compare costs once we have received further quotes from other local suppliers.</p>	CT/JD
5.	<p><b><u>Heater replacement in the small hall</u></b> The VH chair presented costs of heaters to the committee. We were quoted £1914 (£1595 net) to supply and fit new heaters and remove and dispose of the</p>	

	<p>old heaters.  A second quote was received for supplying the heaters only of £1259 (£1049 net)  The VH chair also looked at the cost of the heaters online - £940.00 to buy.  The VH manager was quoted £400 - £500 to fit the heaters, this was without taking away the old heaters which they were not happy to do.  The committee unanimously agreed to go ahead with the quote for £1595.  Councillor Satchell will arrange a date and time for fitting once the cost has been agreed by the Parish Council. Councillor Thompson to seek agreement at PC meeting on 15<sup>th</sup> November.</p>	CT
6.	<p><b><u>Replacement Hall Curtains</u></b></p> <p>JD advised that the colour the committee previously picked was now unavailable. After looking at the new choices it was unanimously agreed that the curtains should be tarragon. JD to confirm with Buxtons and arrange fitting.</p>	JD
7.	<p><b><u>3-5 year maintenance plan for Village Hall</u></b></p> <p>The clerk to the PC asked for a maintenance plan for the next 3-5 years at the hall. The following were raised by the committee:  Rolling decorating programme of £500 previously agreed by PC  External windows to be varnished  Large Hall re-varnish  Guttering is starting to need repair – may need attention in the next few years  Window panes have blown in one of the doors in the large hall – will need replacing  New chairs for hall</p>	CT
8.	<p><b><u>Matter to be raised at future Village Hall Councillors Committee Meetings</u></b></p> <p>Councillors did not raise any issues for future meetings.</p>	

These minutes are in draft form and, subject to any agreed amendments, will be ratified at the next Village Hall Councillors Committee meeting on 6<sup>th</sup> February 2018

Meeting closed at