

**Village Hall Councillors Committee meeting**

**30<sup>th</sup> October 2019**

In attendance: Chris Thompson (CT), Nick Satchell (NS), Peter Morgan (PM) & Jane Donovan (JD) Village Hall Manager.

**Apologies:** None

**Minutes of the meeting held on 19<sup>th</sup> June 2019**

Minutes from the last meeting were agreed

**Matter arising:**

OART have confirmed that the stream/gully on the Green is unsuitable for dredging.

**Village Hall Managers report:**

LH has been re varnished and Users have been contacted asking them not to drag items across the floor or to stick tape to it.

Malcolm Beard is to fit handles to the inside of the removable front of stage panels to make removing them easier and to protect the floor.

New stage curtains, 2 x black & 1 x red velvet, have been installed by Buxtons.

New LED lights have been fitted in both the CR and SH.

Fire alarm testing has been completed and has highlighted at due to a change in fire regulation the main cable to this unit needs upgrading. VH manager has asked Marcus to quote for this.

*Action VH Manager*

Legionaries risk assessment has been carried out; we're awaiting the report.

Wings have their first show this week.

Some of the heaters are being turned off/on by an unknown person. VH Manager has requested that Users do not alter heating without prior consultation.

St Peters and St James have contacted the VH Manager to see if it would be possible to have a cloths bank at the Hall? All agreed that the old recycling site at the PAV would be a more suitable area. CT to take this to council.

*Action CT and VH Manager*

The drain still needs meaning by LDC, Clerk aware.

Hedges around the Green have been cut.

Apple pressing was held again at the Hall as a community event, the cost being covered by the PC. V H Manager would like the PC to confirm if this a rolling agreement or to be taken to Council every year?

*Action CT*

The new Plum tree is to be Planted in the Spring

*Action V H Manager*

New chicken wire is needed on the Bridge, R Westgate has been asked to quote for this.

*Action V H Manager*

V H Manger has requested that she uses MT2 as her office, when needed. All items would be locked in the filing cupboard and the door locked. Items such as the laptop, diary and banking would be removed daily. All agreed especially as this room is dead space and created practically no income.

### **New Chairs**

V H Manager reported that the Users are in favour of the Diamond steel chairs from STAC in black. The cost of 240 chairs and 480 clips is £4763.00 + vat, £3411.00 raised from the VH Jumble sales towards this. All agreed to these chairs. CT to take this to Council for approval.

*Action CT*

### **Cll money wish list**

New loos, with a lower child's sink and new hand dryers

Change all lights to LED

Roller shutter for the cloakroom

Bike rack

New foot bridge

### **Stage modifications and stage curtains**

Mark Brunt and the Panto Soc have submitted a plan to upgrade the stage, all Councillors have a copy of this, they would like approval for this work to go ahead at no cost to the PC all upgrades would remain the property of the PC and for the use of Hirers. All agreed to changes, CT to take to Council for approval.

*Action CT*

### **Budget 2020/21**

NS presented the proposed budget for 2020/21.

### **Floor cleaner**

V H Manager has requested that the Council consider buying a floor dryer/scrubber. It's becoming increasing difficult to find suitable slots to clean the floors due to the heavy foot fall, drying time can be up to 3 hours. This machine would save considerable time and was also recommended by ACC for use and maintaining the condition of the LH. V H Manager has received quotes.

CJ'S TT 1840 SCRUBBER (TWO CHAMBERS, ONE DIRTY WATER ONE CLEAN) £1185.19 + VAT

CJ's TTB 1440/1 BATTERY SCRUBBER (TWO CHAMBERS) £1530.64 + VAT

CRAIGMORE KARCHER BR30/4 (SINGLE CHAMBER) £1200.00 IN SALE £835.00 + VAT

NUATIC TT 1840 £1132.16 + VAT, SALE PRICE

V H Manager would like to go with the CJ's quote for the TT1840 as we already use this local company and they would offer the support needed. She also feels that a two-chamber scrubber is needed rather than a one chamber.

USURE WHEN THE SALE ENDS ON TWO OF THESE.

### **3-5-year maintenance**

A 3-5-year maintenance plan is being put in place. Items which need to be considered in this are: Rolling redecoration, it is suggested that we allow £600 per year for this.

LH floor maintenance would be £500 per 3 years to enable to floor to refreshed.

LED lights to be fitted to the remaining rooms. V H Manager to ask Marcus for quotes.

FRA 3 yearly.

Electrical testing 5 yearly

Legionnaires testing 3 yearly

V H Manager also highlighted that there will be upgrades to the electrics when we have our next full electrical test in 4 years due to a change in regulations, this is expected to be a considerable amount though the exact figure can't be predicted it could run into a couple thousands.

### **Village green cutting**

The green has had what we believe is the last cut of the year. V H Manager to report back to the Committee on how many cuts we had this year and the cost.

*Action V H Manger*

### **Matters to be raised at other Village Hall Councillors Committee Meetings**

No issues raised.

Meeting closed at 9pm

Next meeting Wednesday 20<sup>th</sup> Jan 2020 7.30pm VH