

**Minutes of the Village Hall Committee Meeting  
Held on Tuesday 14 November 2006**

**Present:**

Richard Taylor (Chairman), Sue Akers, Karen Beard, Carole Burgon (Secretary), David Carden, Nick Satchell, Chris Thompson, Brenda Watson.

**Apologies:**

Ken Beard, Malcolm Beard, Terry Thompsett.

**Minutes:**

The minutes of the meeting held on 12 September 2006 were agreed and signed subject to two amendments.

**Matters arising:**

South-side tiling – this work has been completed. One tile has already been broken. Children are still playing football in the Car Park. Further action can only be taken if we have two witnesses.

Storage – Bradshaws have quoted £890 to build cupboards in the first bay on the stage. These could be used by the Pantomime Society, Carol Grant and Richard. It was agreed to do this work shortly after the pantomime. Storage is needed for the Dog Agility equipment on a temporary basis while the pantomime is on to allow access below the stage.

Fire risk – the assessment was done in October. There has been some confusion over the exit signs and payment for these which Richard is sorting out. The report recommended panic bars on the exterior bar door and the gate, although these are not fire exits and the bar door opens inwards. Richard is to put suitable direction signs to the nearest fire exit from the bar. Work has been done to the outside doors on the south side of the Large Hall so that they open easily with the push bars.

Lighting bars – two independent professionals have agreed that only three bars are needed for the stage as long as they are in the correct place. However to be consistent with the upgrading the bar at the front of the Hall should be done as well. There was some discussion as whether this could be raised and lowered by means of a winch, but this may prove impossible to do. The lighting should be controlled from a board with sliders. We may have to have steel cords rather than chains. A full plan will be drawn up and all interested parties asked to comment. Plumpton fest donated £107 towards the new lighting and Nick further suggests a Safari Supper to raise more money for this.

Gutters – Sue has noticed a leak and will tell Malcolm which section of guttering it is.

Village Green trees – no information.

Village Hall Jumble sale – this raised £1088.50 the best result ever. A box advertisement may be placed in the Friday Ad for the January Jumble Sale as it was difficult to find the announcement for the last one amongst the Boot Fairs and other events. A note to thank everyone will be put in the Parish Magazine.

Doctor's Room – The draft lease had been circulated to the Parish Council and over all they were not happy with it. The Scouts may now provide accommodation for Matthew on a permanent basis. Liz Cullen has written to both Matthew and Rodney Hills and the Lease has been copied to the Scout Committee. The Parish Council will charge Matthew for the legal fees.

Village Hall – cobwebs still need attacking and the kitchen needs a major clean. A spare pack of hand towels must be left in the cupboard under the sink.

Village Green – Robin will clear up the ditch when the vegetation dies down.

**Finance :**

There were a few queries on the statement which Nick is to check with Liz Cullen.

**Village Hall – General review:**

The cloakroom needs a good tidy and the filing cabinet and table tennis table relocated. The cupboard containing the cleaning materials is not very clean. A request was made for a secure cupboard in the kitchen in which handbags could be stored, Karen will deal with this.

**Village Green:** – no report.

Malcolm is to be asked to look at the dog bin on the footpath which needs re-fixing.

**Village Hall Secretary:**

Carole has been looking at the Hire Conditions which have become very wordy and repetitive. Sue Akers and Carole will work on them to make them more logical and user friendly without losing any of the conditions.

The Village Hall Committee has agreed that the Village Hall is officially a No Smoking venue.

**Points of interest:**

Brenda Watson asked for clarification as to whether the Village Green is designated as such. The meeting was sure that it is, but Liz is to be asked to check with the District Solicitor.

Village Fair – Nick has put a notice in December's magazine asking for support for this. It is not a Village Hall function specifically. Reg Stone is to mention it in his column.

**Date of next meeting:**

**Tuesday, 23 January, 2007 at 7.30 p.m.**