

These minutes are in draft form. They will be ratified by the committee at the next meeting on 8 February 2010.

**Minutes of the Village Hall Committee
held on Monday, 2 December, 2009**

Present: Richard Taylor (Chairman), Carole Burgon (Secretary), Sue Akers, Karen Beard, Malcolm Beard, Ken Beard, David Carden, Sheila Humphries, Nick Satchell.

Minutes: The minutes of the meeting held on Monday, 5 October, 2009 were agreed and signed.

Matters arising:

- Acoustic panels – Nick has a brochure from a company called Sorbaboards. They supply solid material-covered boards. To cover the existing bottom area of the rear wall would cost £978 - £1100. To do the entire wall roughly £2000. Nick will obtain a sample.
- The WI plaque has been installed and two further plaques for the new trees.
- An edging slab has come up in the car park where the tarmac ends. Malcolm will investigate.
- We have been given 4 tables from the Playing field, but these are lower than the Hall ones. The card tables are to be replaced as they get broken. Two small Gopak tables are to be purchased to start with.
- Someone has expressed an interest in cutting the grass when the existing contract ends.
- Someone has expressed concern that people may fall off the edge of the stage at Jumble Sales. The edge is clearly marked with black and yellow tape and it is impractical to fence it off. It is suggested that the goods for sale are put at the front to stop people getting too near the edge.

Finance: At present we are on target as regards the budget.

Village Hall – general review: A query had been raised as to how safe the wooden hatch doors are in the event of a fire breaking out in the Kitchen. They complied with building regulations in 1995 and Chubb inspected the building about 3 years ago and made no comment. These may be replaced as part of the Kitchen refurbishment and will be considered then.

David Holmes had commented as to how good the floor surface in the Large Hall is since recoating in the summer.

Kitchen project – Nick is trying to get general agreement as to what is required before we can take this forward. He has had layouts from a company called Keller whose units are sturdy. He is proposing :-

An industrial dishwasher which would take 90 – 150 seconds for a complete wash.

6 rings in the hob area.

2 under-counter air-blown fridges which can be turned on as required. Karen made the point that they should have racks in the doors for milk.

An island unit with an electric warming drawer. A power supply would have to be provided under the floor.

Lockable cupboards for handbags.

The cost of appliances and installation would be around £14384. The floor and sundry items £2000 or so. The ventilation also needs upgrading. As regards funding we need to see what grants are available and Liz is looking into Public Work Loans. Commercial kitchens today have stainless steel surfaces and Nick will check as to whether this would apply to a village hall. He will also talk to Martin Gilbert who has installed kitchens in other halls.

Village Green – general review: Richard will trim one of the trees overhanging the footpath.

Village Hall Secretary: The frequency of jumbles sales has increased resulting in fewer items for sale, reduced takings and pressure on the team of helpers. It was agreed that from 2010 each organization should only have one jumble sale a year and that they must provide their own team of 20 to help. The regular helpers would make the number up to 30, but they would not have to do it every time. An item will be placed in the magazine for January publicizing our decision.

Points of interest:

- There was an enquiry from someone offering to do a fundraising show at the village hall. It was felt that there was an unreasonable amount of work to be done by the village particularly with publicity and we shall decline the offer.
- A letter has been received from Carol Grant who is unhappy about another Dance School using the hall on Fridays. They are also using the kitchen as a changing room. A letter will be sent to the other school expressing our concerns and asking for clarification as to their intentions. Another letter will go to Carol saying that the matter is being investigated.

Date of next meeting: Monday 8 February, 2010 at 7.30 p.m.