

King Edward's Hall, West Tytherley

Management Committee

Minutes of meeting held on 19th September 2007

Those Present:

Jane Larner (chair), Barry Whitlock (treas), Pat Barretto (sec), Sheridan Allman, Margaret Down, Louise Falcini, Tim Blumer, Mike Fry, Ann Wieland, Graham Wright, Cynthia Sherlock

Apologies

Marion King

1. Minutes of Last Meeting

Minutes from the last meeting were not presented so could not be approved

2. Action Review

Actions cleared this month:

Send out a list of items required to clear out the hall
Contact estate manager wrt parking for 10k run
Mention in newsletter not to block the hall entrance
Outside light is filling up with water
Water heater under sink dripping

3. Treasurers Report

Summary:

- Balance = £11,973, Petty cash = £142

All bills except the second builder's bill have been paid. We owe £15,125 (incl VAT). We still have £5k of grant money to come in. Possibility of not paying VAT is still being investigated.

There are some issues with Lloyds wrt getting the paperwork sorted for the overdraft. Have requested £7k for 6 months overdraft, although in reality we may only require the facility for 1-2 months. The hall appeal has raised £1900 so far, and this has been banked.

The hall had to pay for an additional skip because non-hall rubbish was placed in there during the building works. This has cost the hall an additional £152.

Looking into the possibility of buying a porta-bar which would mean we could remove the old wooden bars which are falling apart and take up a lot of space.

4. Refurbishment Issues

The builders have not yet completed the work on the snag list. An example of items on the list:

- Additional lighting under the stage need fitting
- Heating doesn't work
- Kitchen fire door isn't fitted correctly
- Hooks on the external doors required
- Rubber stops on toilet doors required

Other work that needs completing (but not by the builders)

- Re-varnishing the floors
- Putting up the stage curtains
- Putting up notice boards
- Putting up wall hanging

Greg Gent is doing a quote for tree works. This will involve trimming the beech tree, removing the ornamental pear, trimming back the ash tress. Greg needs to apply for permission now to be able to start the tree works in January. The cost will be in the region of £300.

The opening evening is on the 26th September starting at 6:30pm. Drinks and nibbles will be supplied. An official has been invited, but no response has been received.

The chairman read out a letter from Ray Lodge concerning the viability of re-locating the shop in the village hall. The consensus of the committee was that if the shop isn't viable now, this situation won't change just by relocating it. Jane will write a response to the letter.

A discussion ensued on the pictures in the hall. The painting of Singer is already back up. The picture of King Edward is a poor quality print, and the glass is very thin and thought to be dangerous. A poll will be held during the open day to gauge people's opinions on whether King Edward should go back up.

Keith Hawkins will be looking at the Hall Hire conditions to check legality.

5. Maintenance Issues

New issues not already mentioned on the snag list:

- Heating is not working. To be added to snag list.
- As there is now only one way up to the stage it's important that this is kept clear of apparatus.
- Hall will be re-varnished during the half term starting Friday 19th October

6. Events & Reviews

Forest Forge (20th September 2007)

New found lands. Last-minute booking. Tickets £8 no concessions.

10k Run (23rd September 2007)

Pat to organise. Mike Fry to speak to the estate manager to organise parking.

Harvest Supper (13th October 2007)

£10 per ticket to include 3 courses.

Menu is cottage pie plus carrots and broccoli. Jo Guy will be organising the steamed puddings.

Mike to organise a raffle. Profit will be split 50/50 with the church.

Encourage people to buy tables rather than individual tickets.

Instant Wit (16th November)

Improvisation entertainment.

Tickets £12 to include food.

Christmas Panto (24th Dec 2007)

Graham has booked this. Details TBC.

Circus Skills (19th Jan 2008)

Details TBC

Auction of Promises (8th March 2008)

Details TBC

Louise to create the catalogue, but everyone to start thinking about what can be auctioned.

Shoo Shoo Baby (18th April 2008)

Details TBC

Tickets £12 to include food.

Christmas Panto (24th Dec 2008)

Details TBC

7. AOB

Lyn asked whether it would be possible to book the hall online. This facility is not planned as the overhead of creating a maintaining such a complex system is not feasible.

Jane thanked the committee for their continuing hard work and support.

There is a fete meeting organised for the 28th October at 7:30 pm.

8. Action Summary

New Actions :

Speak to Nigel about putting some of the items back on the wall

Sheridan

Add Margaret Down's contact number on the Hall website for booking purposes

Pat

Actions from previous meetings:

Speak to Hampshire highways

Mike/Tim

Translate hall hire conditions

Sheridan (ongoing)

Further quotes for hearing loop

Mike

Add licence question to booking form

Margaret

9. Next Meeting

Tuesday 30th October 2007, 8:00pm in the Black Horse.