

**MINUTES OF THE PARISH HALL COMMITTEE MEETING HELD ON  
MONDAY 28<sup>th</sup> February, 2011 AT 4.30 P.M. IN THE YEO ROOM**

**Present:** C White (Chairman), S Barnes (Secretary), P Stanley (Treasurer), J Barton, J Booth, M Cater, J Le Grice, K Livett, P Macdonald, R Parkin, L White.

**1. Apologies:** N Irwin, J Munn, M Stickland

**2. Minutes**

The minutes of the meeting on 17 January were approved and signed by the Chairman.

**3. Matters Arising**

- 3.1 (4.5) The Treasurer has increased the Caretaker's pay by £10 per month.
- 3.2 (5.5) The projector has been repaired. The invoice would be sent with that for the testing of the portable appliances.
- 3.3 (8.1) The gym equipment has been put in the loft to free up space in the store room.

**4. Treasurer's Report**

- 4.1 Patrick handed out copies of 4<sup>th</sup> Quarter 2010 finances. There was a surplus of £1500. New equipment and repairs cost £9,238 against a budget of £5,000. Fund raising did very well and there had been some excellent events. The Chairman thanked the Committee for their efforts throughout the year.
- 4.2 The situation regarding hire charges was raised. The money we have deposited in the bank has risen since we opened the hall and now stands at about £60,000. Ron made the point that capital should be spent on improvements and new equipment, capitalised and written off over a period of 5-10 years. So far we have covered the cost of new equipment and repairs from our income and it was suggested that one or two extra fund raising events could be held if need be. A unanimous vote was taken that we should leave hire charges as they are with the exception of weddings which would go up from £250 to £300 for future bookings, and Commercial lettings in 2012.

**5. Maintenance Committee Report**

- 5.1 The fire door rails have been fitted and magnetic holders have been selected and will be fitted in about 5 weeks time.
- 5.2 The emergency light for the fire exit stopped working. Ray thought he had fixed it but it went out again. Ray will look at it again and find a solution.
- 5.3 All portable electrical items used by the public have been tested by Tony Marder.

- 5.4 Joan pointed out that the taps need cleaning with an old toothbrush in the Ladies cloakroom. The door hinges need to be oiled as some of them are squeaky.
- 5.5 The cables on the fairy lights have been ripped and cannot be used after a failed test. Chris took a management decision and bought rope lights in time for the Mazaika concert. Although they were safe to use every single one was faulty. Chris has e-mailed the seller to ask what they will do about it.

## **6. Events**

### **6.1 Mazaika Concert**

This concert was a great success and 100 tickets were sold. Some ticket holders did not turn up but no refunds will be given. The cost for Mazaika was £550 and the event raised £380 after paying the artists.

### **6.1 Lincoln College Choir – Saturday 2<sup>nd</sup> April**

Ron said that posters will be put up in local areas such as the tourist Information Centre and several local newspapers will advertise the event. Also there will be a notice in the Village Voice.

Several Committee Members have agreed to accommodate members of the Choir and provide bed and breakfast for two nights. They will meet and greet them all at the Hall at 9.30 p.m. on Friday 1<sup>st</sup> April. Before the concert they will be given a light snack and afterwards a hot meal of lasagne, garlic bread, salad, etc. Joan Booth has kindly offered to make the lasagne. Judith has applied for a licence and Chris will organise the drinks. Lisa offered to get the garlic bread. Ron will let Joan know the number of people to cater for. Committee members not hosting the choir will help set up the chairs on Saturday morning at 10a.m. Chris will get some strong men to help assemble the stage.

**Action: All if possible**

### **6.2 Cheese and Wine – Sunday 5<sup>th</sup> June**

Shirley's letter to Kitty Cooke had caused some confusion as she had mistakenly put the date as Saturday 5<sup>th</sup>. It should have been Sunday 5<sup>th</sup> June.

### **6.3 Royal Wedding – 29<sup>th</sup> April**

It was agreed that this will be a "bring your own food and drink" event with an entrance charge of £2.50 per person. After some discussion regarding a fitting use for the money to remember the occasion it was decided that it should be donated to POTS and used to benefit the whole Parish.

Posters will be put up as well as a notice in the Village Voice. The doors will be opened at 9.30 a.m. Committee members will set up tables in the style of a street party, put up bunting, flags etc. at 8.30 a.m.

**Action: Committee**

**6.3 John Montague Family Concert – Saturday 3<sup>rd</sup> September**

The date has been agreed.

**7. Stage Lights**

7.1 Chris said that he and Malcolm are the only two people prepared to climb the ladder to adjust the stage lights and in the interest of safety it would be preferable to have lights which can be remotely controlled from the floor. He has discussed this with Tony Marder who said that the work would involve installing more cables in the loft, replacing three of the lights, and possibly another light desk. The Committee agreed that this work would be essential in any case from a Health and Safety point of view. Chris will ask Tony to cost out the work.

**Action: CW**

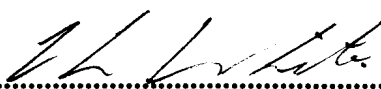
**8. Any Other Business**

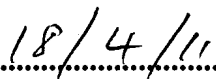
8.1 Chris suggested that Mike Stickland be listed as representative for the Table Tennis Group. Chris should also be listed as Chairman, and representative for POTS and TEAMAKERS.

8.2 Judith said that on more than one occasion Ray had found the doors unlocked. Hall users who hold keys will be asked to make sure they lock up when they leave at the end of the day.

8.3 A question was raised regarding the condition of the glasses when they have been washed in the dishwasher. They are not always very clean. Chris said that as we cannot accommodate a glass washer the best method would be to run two or three empty cycles which would replenish the water and hopefully help solve this problem. Space is limited when the machine trays are lifted out and these are often placed on the cooker top resulting in pools of water on the hob. The best solution would be a cover to be put on the hob top for protection.

There being no further business to discuss the meeting closed at 5.45 p.m.

Signed: ..........

Date: ..........

**The AGM is on Tuesday 29<sup>th</sup> March at 6.30 p.m. in the main hall**

**The next Committee Meeting will be on Monday 18<sup>th</sup> April at 4.30 p.m. in the Yeo Room.**