

HURSLEY PARISH HALL MANAGEMENT COMMITTEE MEETING – 25th November 2016

Minutes

- 1 Attendees: Will Cameron, Ella Dench, Kristin Tridimas, Cheryl, Tom Dierckx and Amanda
- 2 Apologies received from Christine Knowles and Roland Isherwood
- 3 Minutes from the previous meeting: AGM in September 2016 signed
- 4 Matters Arising from the previous minutes
 - a. Question regarding rent review for Making Miracles – Tom attended the meeting in his capacity working for JLL to look at getting a formal assessment for the commercial letting of the hall. It was decided that we needed to find a copy of the formal agreement that is in place for Making Miracles as we don't appear to have a copy. Will to chase Keith Fields and Making Miracles. Once we have the agreement we can look at obtaining formal and informal advice as to the commercial value of the let and rent review options.
 - b. Roof tiles have been replaced but we now need to deal with the squirrel damage. We will get two quotations for replacement with Lead and also with Zinc as this is much cheaper and effectively looks the same. Kristin will chase Tony Palmer for these quotes and he has agreed to do the roof maintenance annually.
 - c. Maintenance in outside areas will be covered in a New Year Tidy Up on Saturday 7th January from 9am – all villagers welcome to come along and lend a hand.
 - d. Utilisation of rental – to be collated by Cheryl and Will and put into the Notice Board
 - e. Floor Tiles – have been purchased but will not be replaced until after the painting is finished
 - f. ID @ bank – all attendees forgot to do this but will visit Natwest to get mandate up to date – EVERYONE TO TRY TO REMEMBER TO DO THIS!
 - g. Recycling bin – Christine to order and organise a fortnightly collection
 - h. Notice Board
 - i. Cheryl will chase Making Miracles for their catalogue and order one for the outside. After a long discussion it was decided that to renovate the millennium notice board would be looked into but that a new one would be nice to have by the hall entrance. Making Miracles will purchase their own for their notices.
 - i. Water Bill - Christine to investigate the water consumption with Southern Water
 - j. Ladies Cistern Flush Button has been fixed for a fee of £205 and we have spare buttons if there are any problems. In addition the boiler was repaired for the sum of £192.00. The Boiler service is due in early 2017 – Cheryl will chase this.
 - k. The Fire Extinguisher contract is to be paid - Kristin will send Christine the outstanding bill.
 - l. We have one quotation for the refurbishment of the toilets for the sum of just under £14,000. We will get other quotes as this seemed a bit high.
- 5 Hall Painting
 - a. The kitchen fitters were unavailable at the half term but they may be able to carry out the works over Christmas otherwise we will look at after the Panto in February – Cheryl to chase for their quote.

- 6 Noise Levels – a letter has been drafted should any incidence occur again and details of this will be given to the complainant
- 7 Treasurers Report
- a. There is a balance of around £36k in the bank.
 - b. We will await further quotes to come in but at least half of this will be required for maintenance.
- 8 Any Other Business
- a. Rent review for Village events – it was noted that village evening events are charged at a nominal fee of £48 (this is double discounted and the rate for a children’s party during the day). It was felt that this was a fair price for the hire of the venue. Villagers have a discounted rate of £100 and those from outside the village the rate is £250. AGM’s and meetings for community groups are free and will continue to be free.
 - b. The fridge will not be moved at the moment as it is in full use by Making Miracles. It is tucked away as much as possible and we have to bear in mind that Making Miracles provides around 60% of the income for the hall.
 - c. The chairs are on a schedule to be cleaned before Christmas
 - d. Rubbish will be removed during the New Year Spring Clean on 7th January from 9am – all welcome to help with the tidy up!
 - e. Plastic toys and items relating to Making Miracles will be removed from the areas outside at weekends and stored away.
 - f. The lock on the gate needs to be in place while the hall is in use by Making Miracles as part of their safeguarding, however, it will be removed at weekends.
 - g. The lights by the side of the hall are on a dusk to dawn timer and will work when triggered by someone walking by. Kristin informed the Committee that the Church has had the lights fixed along the path and they are due to get an extra one at the top of the path fitted.
 - h. Tapestry – no one was able to recall seeing an additional frame with the names of the contributors but Will can contact Keith in case he knows of its whereabouts. The Committee agreed to the placing of a brass plaque on the frame by relatives of the main contributor.
 - i. A clock will be purchased for the main hall.
 - j. The Foresters have brought back their frames since the refurbishment. We will ask that the frames are repainted before rehanging in the Archie Heath Room.
- 9 Date and time of Next Meeting
- a. Wednesday 18th January at 8pm in the Archie Heath Room