

# HURSLEY PARISH HALL MANAGEMENT COMMITTEE

## Minutes of a Meeting held on 27<sup>th</sup> September 2017

Attendees: Will Cameron, Kristin Tridimas, Cheryl Steel, Amanda Apps, Christine Knowles

### Matters Arising from the Previous Minutes

1. Foresters Frames – CS has spoken with them and awaiting action to put up
2. TLS Alarm – CS to send over and check monies paid
3. Baby Changing Facilities – decorators to put up on completion
4. Floor Steamer was not purchased just a new bucket and mop!
5. CK to look into Recycling Bin. BIFFA was very expensive so will look into it and perhaps have a link with the church and the recreation ground. CK to approve BIFFA if there is no alternative.
6. John Brooks re Government Trustee Corporation – please forward detail again to Will Cameron.
7. Will look into a grant for the Chairs for the Archie Heath Room as they are looking tatty.
8. CK to look into petty cash account with the bank so that CS has access.
9. CK to check about signatories at the bank

### Any Other Business

- i) The banners advertising Making Miracles will be removed – was done in September/October.
- ii) Board will be put up by the hall entrance to say what is on in the hall each day/evening along with another in the larger cupboard.
- iii) Hursley Parish Council had asked if there could be a calendar on the website denoting when the hall was available. Unfortunately this would need a dedicated person to ensure that this was regularly updated and it is far easier to use email/text to book the hall.
- iv) Carpet tiles in the Archie Heath Room will be replaced – the Committee decided on a Grey fleck and will ask the Panto H'ams to put down some plastic so that they are not damaged with make-up.
- v) Will Cameron to speak with H and the HVCA for a grant for the chairs in the Archie Heath Room.
- vi) CS to see if painters can sand and varnish the tables in the Archie Heath Room as they have been marked by each other when folded down.
- vii) The Hopper by the front door will be checked by the roof man when he next inspects to see if it is full or not??? Is it just no in the right place to collect the water and it is spilling over?  
(1) Painter will jet wash the wall and paint the underside of the porch.
- viii) CS to find a quote for a screen in the hall.
- ix) It was asked about cots being in the Archie Heath Room – this is only used if the room has not been booked and should be clear but sometimes they are left in the room for short periods.
- x) Jo the Gardener will be contacted about cleaning the path by the hall.

xi) Hall Update:

- (1) The hall has been redecorated but a decision was made not to include the plastic around the walls as marks could be seen on test samples. It was agreed that a single coat of paint would only cost around £600 and therefore it could be redecorated a lot of times for the amount that the plastic surround would cost!
- (2) There are new toilet seats and the area at the back and shelf in the toilets has been painted. We looked into re-tiling but it was very expensive so the floor was resealed.
- (3) Light fittings have been cleaned out and there is an extra pot of paint to touch up any scrapes. All areas have been painted with an endurance paint which should be longer lasting especially in heavy use areas.

Treasurers Report:

Income to the end of August was £9,000, £1000 less than the budget.

There is £36k in the bank with just an outstanding amount owed by the Mums and Tots group which is a bit short on numbers and therefore income.

CK to speak with Jane at Making Miracles about the increase in fees for utilities and occasional use of Archie Heath Room and increase in overall charges.

Date and Time of Next Meeting:

Wednesday 29<sup>th</sup> November at 7.30pm at The Dolphin Pub (Xmas Do!)

ACTION:

- |           |   |
|-----------|---|
| Cheryl    | Foresters Frames  |
|           | Carpet Tiles/chairs/re varnishing tables                                |
|           | Jo re gardening   |
|           | Poster of Events – let Amanda know what is on and when so she can do it |
|           | Cost of a screen?   |
| Christine | Petty Cash account, Signatories   |
|           | Recycling Bin   |
|           | Meeting with Making mIracles re increase in fees                        |
| Will      | John Brooks re Government Trustee Corporation                           |
|           | H re HVCA Grant for chairs in Archie Heath Room                         |