



Cherhill Village Hall Minutes of a Trustees' Meeting held on 23rd November 2017 at 7.30pm

Present:

David Evans (Chair), Margaret Angell, John Cavanagh, Bob Deacon, Dave Grafton, Julie Sinnick, Simon Tomlinson, Adrian Wright

Apologies

David Cracknell, Jo Taylor

Minutes of the Last Meeting

The minutes of the previous meeting on 26th October were accepted as a true and accurate record

Matters Arising

The rust on the railings had been touched up by David Evans.

Following the auction a letter of thanks had been received from Dorothy House and it was agreed that this should be shared online with the village.

Action: John Cavanagh

The letter to all groups reminding them of the need to remove all items of clothing, equipment, food and other items after their booking had not been sent. It was agreed that the Secretary be asked to send this letter.

Action: Jo Taylor

Maggie Moore was not present to report on prices for replacement tables. It was agreed that this should be an agenda item for the next meeting.

Action: Jo Taylor

It was agreed that Maggie Moore should obtain more quotes for a deep clean of the oven to be completed in the Spring.

Action: Maggie More

Treasurer's Report

The Deputy Treasurer reported the following balance:

CAF New Village Hall Account - £11070

Hall Bookings/Licencing Implications

The Bookings Clerk was not present and the bookings diary was not available.

It was recognised that the use of the Hall for polling on 1st February, in connection with the Calne Neighbourhood Plan referendum, could cause confusion with the forthcoming referendum for the

New Village Hall Project's Community Right to Build Order. It was agreed that the website and Facebook would be used to explain the difference and inform villagers that they are not eligible to vote in the Calne Neighbourhood Plan referendum on 1st February.

Action: John Cavanagh

Health and Safety

BoB Deacon was liaising with a door furniture specialist, Clive Smith, to replace the pushbar mechanism on the escape door at the rear of the hall and to ease the closing of the escape door in the small meeting room. The cost was expected to be in the region of £500 inclusive of parts and labour, more detailed costings to follow

Action: Bob Deacon

Concern was expressed at the location of the fire extinguisher in the meeting room and its lack of visibility. It was agreed that David Evans would approach the Protect rep for guidance and suggestions to improve its prominence.

Action: David Evans

Maintenance

The emergency light rectification was still outstanding. Dave Grafton undertook to contact Steve Cuthbert to expedite the repair. Other contractor options would be considered if this were not successful

Action: Dave Grafton

Pushbars – see above

Tables. It was agreed that the possible purchase of transit trolleys for tables should be included in Maggie's investigations into costings for replacement tables.

Action: Maggie Moore

Smart Meter. SSE had arranged to fit a smart meter on 18th December resulting in power outage for approximately 1 hour.

Christmas Decorations

The Trustees expressed their gratitude to the organisers of the Christmas Fair for their generosity in leaving the decorations in place after their event. The decorations would be added to by the Oldbury Wednesday Club before their Coffee Morning on the 25th November.

New Village Hall Update

Simon Tomlinson reported steady progress towards the consultation phase which will begin on 5th January and include an event in the Hall over 12th and 13th January during which copies of the proposal will be available. A flyer had been prepared to publicise the consultation and would be delivered to every address in Cherhill.

A discussion took place about the remit of the Project Group and the duration of their delegated responsibility. It was agreed that this derived from their being authorised at the Annual Meeting and it would be reviewed at least annually and also at appropriate points as the Project developed.

Any Other Business

It was agreed that the marker pen labelling of items “CVH’ or “Cherhill Village Hall” should be discontinued.

Next Meeting

It was provisionally agreed, as the booking diary was not available, that the next meeting would be held on 19th January 2018 with 26th January as a fallback if the preferred date is not available.

Action: Maggie Moore, Jo Taylor

There being no further business the meeting closed at 8.40pm