

SILCHESTER VILLAGE HALL

A registered charity

Minutes of the Meeting of the Trustees

Date: Monday 9th February 2015 **Time:** 7.30pm
Place: Club Room, Silchester Village Hall
Present: Jonathan Murdock (Chair) (JM) Maxta Thomas (Secretary) (MT)
Steve Spillane (SS) Eamonn McArdle (Treasurer) (EM)
Jo Pearce (JP) Theresa Philpott (TP)
Shellie Dunham (SD)
In Attendance: Roy Glancey (Silchester Players) (RG) Tim Oliver (Silchester Players) (TO)
Viv Hartshorn (Bookings Secretary) (VH) Sara Westwood (SW)
Apologies: Kirsty Jones (KJ)

Action

1 **Apologies for Absence**

Apologies received as above.

2 **Minutes of Last Meeting**

The minutes of 4th September 2014 and 23rd October 2014 were unanimously agreed as a true and accurate record of the meetings, and duly signed by the Chairman.

2.1 **Matters Arising**

EM asked if hall fees had been agreed for existing users – JM confirmed that they have not as yet. SS and EM to take forward by the end of February.

SS/EM

Performance of players pantomime – SS said it was excellent, and that the Players should be congratulated. He noted that it was very good to see the hall being used to capacity for such events.

3 **Fundraising Update**

3.1 Update on Previous Events

Reptiles – profit was higher than expected at just over £400. Thanks to SS and JP for their efforts.

3.2 Future Events

Fundraising committee to meet to discuss. Possible event over the summer. SS noted the event on 13th February between all village organisations to avoid clashes, and to discuss joint events. JM noted that the Village Hall is very fully booked over the next few months.

SS noted that Pamber Heath Hall put on theme evenings periodically, which have been very successful. This may be worth considering for the future.

3.3 Grant Opportunities – EM noted that we need to look at grant funding for the roof – SS requested assistance in filling out forms for HCC and other possible opportunities. There are also possible opportunities for funding for new chairs. SS outlined the Local Infrastructure Fund (LIF) from BDBC – Silchester does not qualify as there has been no new build in the village. However, many of the hall's users come from Bramley and

Tadley, both of whom have had lots of development – the Trustees could apply on this basis. Other opportunities for the roof include Veolia and the Big Lottery Fund.

4 Refurbishment Update / Maintenance

The next big project is the roof – see previous item. More quotes for work required. SS to take forward.

SS

Doorway between Club Room and main hall – this is close to being complete.

Club Room decoration – this is dependent on getting the ceiling redone. Toilet doors will be done at the same time. SS is chasing a possible donor for the ceiling.

SS

4.1 Fire Alarms – SS has obtained several quotes, and has circulated these to all Trustees. They varied from £3k – £8K. The company chosen for the work is Atlas, who are well known locally and came in with a very competitive quote of £3,500 for the whole building. This will be completed over the week of 16th Feb. They will also take over servicing of fire extinguishers. The automatic lights for the toilets will be done at the same time, along with some other electrics – this will cost £1250, which will be covered by s.106 money from BDBC. The two companies will work together on cabling.

4.2 Hearing Loop/Sound system – TO noted that a hearing loop would draw in a greater audience for plays, and for other events. The system costs around £1500 in total. SS said that this could be included as part of a complete sound system for the main hall, which would further open the hall to different events. This would be around £2000. SS plans to include this as part of bigger grant applications for other projects. EM noted that it is unlikely to be in this or next financial year. SS asked if it was worth separating two projects, as hearing loop could significantly increase the Players ticket sales. TO agreed that it would be worth looking at. TO to obtain quotes for hearing loop.

TO

4.3 Under stage storage – SS said there were three sections, with the middle section being a pull out section. Plenty of empty space could be created, with all three sections being made as pull outs, which could be used by Cherry Trees. Cherry Trees would be happy with the arrangement, and the Players are also interested in new system. Players are happy to install if Trustees pay for materials. This should go a long way to solving problems for both Cherry Trees and the Players. Materials should cost around £300 for both sides. Expenditure was unanimously agreed. SS and TO to take forward.

SS/TO

5 18th Birthday Parties

VH noted concerns over the recent 18th birthday party which caused problems. Police were called, and fortunately no damage was done, despite a fight breaking out.

It was suggested that a large deposit of £250 should be requested for parties, which would be non-returnable if there is any disturbance. However, it was also strongly felt that no further 18 – 25 parties should be held at the village hall. This was unanimously agreed. Website to be updated, and VH to implement. Deposits to be investigated – EM.

SS/VH/EM

JM gave his apologies on behalf of the Trustees to the neighbours of the hall, and gave reassurance that the Trustees will do their utmost to prevent any further occurrence.

6 Premises Licence

No further progress – SS to take forward.

SS

7 Vegetable Plots

7.1 Vegetable Plot Contracts

Awaiting feedback from Peter Howells. SS to chase.

SS

8 Finance Update

EM gave a quick update. There is £6.5k in the bank. The £4.5k retention to builders is due now. A claim of £3k to gift aid about to be made.

9 Any other business / Date of next meeting

Security issues – does security need to be increased as a result of recent local thefts? VH noted that the front door lock could do with being replaced and is possibly not secure. SS suggested getting in a locksmith to check existing locks. SW asked if a burglar alarm was appropriate – it was generally felt that this was unnecessary. It was noted that the outbuildings were more vulnerable, but these are not owned by the Trustees. Also insurance needs to be checked. SS to take forward.

SS

Date of next meeting – Tuesday 21st April

Guttering to be done – SS to organise as part of work week beginning 16/2.

SS

Contractor - Block paving on path needs to be looked at – this will need to be looked at by builders before retention is paid.

Contractors - Replace panels in toilets.

Fire door in main hall – lamination is coming off. SS asked if a metal panel can be installed to replace. This will cost around £30. Players to fit.

TO/RG

TO asked that committee members check in if they are working in hall during Players rehearsals.

All