

24th Sept 2018 @ 8pm

Main Meeting Notes

Apologies: Shelly Nelson Jane Narmi Peter Capel-Cure, Pauline Robson, , Catherine Mounsey

Present: Geoff Howard, John Carney, Phil Scruton, Dorothy Thwaite, Simon Webber, Mel Marshall, Debbie Sudlow

Minutes of last Meeting: Minutes agreed and signed as accurate by Chairman as a true record of that meeting.

Matters arising from Main Meeting:

Several outstanding actions have now been completed.

- **Fire alarm** – Fitted – they have done a good job, just waiting on 2 strobe lights (*back door needs new lamp/bulb*) Where is the sounder? All over the building. Should there be an automatic call out for fire alarm? We would need a volunteer
- **Logic Care** . Fitted the alarm will be testing twice a year. Also change batteries in heating appliances. All other buildings e.g. village room to be done – fire extinguishers checked. It was Agreed unanimously to opt into LogicCare and to seek the cost of inclusion of other village assets.
- **Toilets** – Phil not sure we have right layout – maybe getting additional quotes.

Actions (All): Persuade as many as possible to complete the New Work Survey and to write in concerning any issues with the existing toilets and express support for their refurbishment.

Action (GH): Continue to seek quotations and prepare a grant application to the Big Lottery Fund for the refurbishment.

- **Grant applications (outstanding)**– we have been awarded a grant of £2K from Knabs Ridge towards the cost of our new Dishwasher and associated equipment. This is now installed and working but a more detailed instruction poster is required. We were not successful with our application for Main Hall marquee type linings and Star Cloth to enhance the hall for significant events and celebrations. A Knabs Ridge micro grant application has been made to contribute towards the cost of a Star Cloth, and in discussion, it was agreed to pursue the purchase of the linings from our own funding because it was the second most popular suggestion at the AGM and we have succeeded in obtaining grant funding for the dishwasher.

Action (GH): seek best value for marquee type linings for the Main Hall and submit order.

Action (GH): Produce a more detailed help poster for the new dishwasher and associated equipment.

Questionnaire & survey forms have been sent out - we need support to evidence grant.

- **HBC Local Lotto** – the possibility of registering the Memorial Hall as a 'local good cause' was discussed and benefits explained (*e.g. 20 £1 ticket sales per week would mean £500 p.a. being automatically credited to the hall*).

- **Still problems with parking.** Car park turning into a village car park Poster was discussed & car park- having a weekly lottery ticket.
Action (GH): Register the Memorial Hall as a 'local good cause' and explore the possibility for promoting weekly lottery ticket sales. – done. More publicity needed ? Can buy online – link to village website.
- **Treasurer's report – no details**
- **Commuted Sums –** There is still no news regarding the promised allocation from Grange Park -6 figure sums promised if Brookfield Garth goes ahead – Killinghall ??
- **Bookings –** continue to be buoyant : Diary full. Can't fit everyone in! Children's parties very popular . Silver wedding held (they were married here 25 years ago) Taekwondo exams here
- **Maintenance –** ladder needs replacing – fibreglass? One available for £230 which is a lot lighter – need a cupboard to rehouse? Discussion around plug – round pin plug – if anyone plus into rack it will blow lights
- **Craft area ?** Antique restoration/wood turning/beehive
- **AOB -**
 - Funeral – 300 people due, asked garage to move cars for day.
 - Grid outside . Panels at bottom of solar panels gets blocked. Broken table – to be investigated.
 - Phil mentioned hall is all dated with the décor. It will be redecorated.

Date of next meeting Monday December 3rd at 8pm

Progress Notes since Main Meeting:

- Fire Alarm installation now completed and discussion with LogicCare in progress – for hall only at this stage seeking their agreement to include replacement of all heating batteries as part of their twice a year schedule.
- Marquee linings installed and used successfully (*see Gallery at <http://www.hampsthwaite.org.uk/memorialhall/525>*) – GH and MM to meet with Armscliffe Hall, Huby to see how they market theirs for weddings etc. (*see <http://www.armscliffehall.org.uk/hire-hall/4587048028>*)
- Memorial Hall now well equipped for major events with linings, chair covers, ample glassware and serving dishes (*need for a second oven?*)
- Two sections of the lining currently back with manufacturers for minor adjustments.
- Success! - we have been awarded £500 from Knabs Ridge towards the cost of our own Starcloth (*est. £600-£700 ex. Hire or £1200 new*).
- Grant application for Toilets Refurbishment in progress (*still need folk to complete survey and to write letters of complaint about existing facilities*) – quote still required from Pro-Build
- HBC Local Lotto – still a very poor take up (*see <https://www.thelocalotto.co.uk/support/hampsthwaite-memorial-hall>*)
- Car Parking problems remain
- Posters and signage still required (*plus 'user manual' for technical systems*)
- Quotation for electric shutters for serving hatches requested (*convert dining hatch to a bar?*)
- **Roof Leak :** problem caused by leaves in gutter under solar panels preventing drainage (*roofer contacted but not yet available – also still need new eco drains in front of entrance*)