

Memorial Hall Committee

29 November 2010, 20.00h

Present	Councillors:	J Turner	Chairman
		A Brewster	
		G Clark	
		D Singleton	
		J Pike	
		Irene Casper	Deputy Clerk
		Press	0
		Public	0

1542-10 APOLOGIES AND SUBSTITUTIONS

All councillors present

1543-10 QUESTIONS FROM THE PUBLIC

None

1544 -10 SPECIFIC DECLARATIONS OF INTEREST

None

1545-10 MINUTES OF MEETING 28 OCTOBER 2010

The Minutes of the meeting held on 28 October 2010 were approved.

Resolved	To confirm the Minutes of the meeting held on 28 October 2010 as a true and accurate account of the meeting and for these to be signed by the Chairman.
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1546-10 MEMORIAL HALL HIRE RATES 2011

Members discussed the hire rates for the Memorial Hall for 2011. Cllr. Turner proposed, "we recommend hire rates increase by 5% with effect from 1st January 2011, seconded Cllr. Clark. Agreed.

Recommendation to Council	Hire rates for the Memorial Hall with effect from 1st January 2011 to increase by 5%.
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1547-10 BUDGET REVIEW 2010-12 including repairs & maintenance & necessary works

A budget review was circulated to all members. (Copy attached)
Members conducted a monitoring exercise of the current budget (2010-11). Special note was taken of the expenditure on repairs and maintenance.

Recommendation 1 To note the budget report to Council

1548-10 BUDGET PROPOSAL 2011-2012

Members reviewed the proposed draft budget for 2011/2012. (Copy attached)
Members agreed to recommend a budget of £20,480 for general running costs.

Members agreed to recommend a budget of £15,150 for Projects. A Grand Total of £35,360.

Members then discussed additional projects.

The toilet by the west entrance to the hall is in need of refurbishment.

Members agreed a budget of £1000 be allocated for this.

Members agreed internal painting of the toilet and west corridor could be undertaken by volunteers.

Note: Volunteers could also be asked to paint the railings and white lining the steps.

Members agreed to recommend the budget figure of £900 for painting the Parish Office be referred to the Administration Budget.

Members agreed refurbishment of the Hewitt Room is put on hold.

The committee is still awaiting a Health & Safety report from SADC on the external ramp at the north side of the building. Members recommend a budget of £3800-£5500 is allocated for this work.

Members discussed the purchase of a new scaffold tower and agreed a figure of £1500 be budgeted for this.

Clerk's note:

Report from Mr. Suggitt.

A new tower is needed as there is a shortage of the separate poles to let us make a complete zig-zag up both sides of the tower. This has two effects...

1) It makes the tower less rigid..

2) It means that one side of the tower has to be left rather open, so there's less of a barrier to stop you falling out of the tower. You cant make a complete 'safety cage' for whoever is working at the top of the tower.

The tower is obsolete imperial sizes rather than metric) and spare poles are not available

Members agreed the condition of the external painting of the building needs checking.

The committee is disappointed it will not be able to afford to resolve the limitations of the existing partition system between the Hewitt Room and Main Hall.

The committee is disappointed is cannot afford to purchase a secure storage facility on the side of the stage for microphone equipment and request that the Clerk tries to ensure that the equipment is consistently made available to hirers who wish to use it. Closer monitoring is needed of hirers who use this equipment.

Members agreed purchase of a projector for the hall is put on hold.

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| Recommendation to Council | <ol style="list-style-type: none"> 1 The Memorial Hall Budget for 2011-2012 be a Total of £43,360. 2 Internal painting to taken on by volunteers. Action Clerk. 3 The painting of the Parish Office is to be referred to the Administration Budget. 4 Refurbishment of the Hewitt Room is put on hold. 5 External paintwork of the Memorial Hall to be checked. Action Clerk. 6 Clerk to ensure that microphone equipment is made consistently made available to hirers who need to use it. Closer monitoring of hirers who use the microphone equipment is needed. Action Clerk. 7 Clerk. Purchase of a projector for the hall is to be put on hold. |
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1549-10 LOTTERY APPLICATION – Deferred to next meeting.

1550-10 MH LICENSING SCHEDULE

Cllr. Begg has volunteered to take on the post of Designated Premises Supervisor but is concerned about the lack of an Operating Schedule.

The Chairman and Clerk have established that, for a hall with only a 'bar area,' the operating schedule is incorporated within the licence. We have an operating schedule incorporated by the Licensing Authority.

The committee is entirely satisfied that the Operating Schedule as incorporated in our licence is exactly correct for our hall.

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| Recommendation to Council | To note that the Operating Schedule as incorporated in our licence is exactly correct for our hall. |
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1551-10 Members agreed item 10 to be taken with item 12.

1552-10 REQUEST FOR USE OF TOILETS

