



## Management Committee Meeting

### 25<sup>h</sup> February 2010

**Present:** Di Ellis Alan Dexter John Gaskin  
 Val Sorrell John Fieldsend Geoff Love  
 Liz Townson Jude Collini Claire Wallace

**Apologies:** Paul Milner Julia Powell

#### **1 Minutes of last meeting and matters arising.**

- 1.1 Minutes of the January 2010 meeting were agreed and signed as accurate,
- 1.2 Smiths will service 5 fire extinguishers for £85-00 plus any consumables. HASAW charge £25-00 call out, plus £5 x4 for the extinguishers including any consumables needed in the servicing. Village shop and Pavilion are happy to join in with HASAW servicing the extinguishers on the same day in which case the call out fee will be reduced to £7-50. HASAW also do PAT testing – John G to check if shop and Pavilion would like to join in with that as well and then see if HASAW will do that at a reduced rate as well. **JG**
- 1.3 Sign illumination by Drage Electricals. Brass light no longer available. A 5' strip light in black costs £167.59 +VAT plus £16.00 carriage and £95-00 plus VAT for fitting. Agreed by committee to go ahead. **JG**
- 1.4 Dirty tables thoroughly cleaned prior to the Beetle drive. Not thought to be paint marks but marks left by the aluminium legs due to the way they are stacked. JC pointed out that storage is at a premium and they are difficult to manhandle. Need to be stacked leg-to-leg and face-to-face to avoid the legs being against the table top.
- 1.5 John Colby has fixed the problem with the bottom bolt for no charge.
- 1.6 Parish council/Clubroom notice board – take forward to next meeting. **GL**
- 1.7 Comments book – Claire will provide one to be kept with the first aid box in the kitchen. Line to go in the hire agreement indicating there is a comments book and Di will tell Michelle where it will be. **CW  
VS  
DE**
- 1.8 Invoices have been clarified and are up to date.
- 1.9 Fact sheets re TV and films in community Buildings obtained. All about the various licensing rules. Copy supplied to Val for future reference.
- 1.10 Emergency light is now working.
- 1.11 Parish Council will continue to hold their meetings in the Clubroom. Costing re new licensing arrangements to be taken to next meeting. **VS**

- 1.12 Looking Glass Theatre- Julia has booked this for 19<sup>th</sup> December.
- 1.13 Bouncy Castle still needs another bungee cord to keep it folded and there has been difficulty only partially tying the inlet/outlet vent. Geoff will show Alan and John F how this should be done at the next hiring. **GL, AD, JF**
- 1.14 Still need to recruit new members. **ALL**
- 1.15 150<sup>th</sup> Anniversary – bring to next meeting as an agenda item, **ALL**

## **2 Bouncy Castle and Insurance**

- 2.1 Geoff has quotes for £135-00 annually. This covers the BC for use by under 15s only. The BC cannot be used after 8pm on licensed premises. A committee member does not need to be present. Cover will be with immediate effect upon receipt of payment. Cover will be in place for the party on 7<sup>th</sup> March. **GL**
- 2.2 A request has been made to borrow the BC for the village fete – agreed by committee that this was OK. John G to let Sylvia know. **JG**

## **3 Correspondence**

- 3.1 Learning skills plan re free training available for one course per committee from ACRE. John F to see if he wants to do the computer skills course. **JF**

## **4 Caretaker Items and Health and Safety**

- 4.1 Light in 'fridge does not seem to be working however this is not a big problem. **JF**
- 4.2 Claire to remind pre-school to use the additional green bin for recycling the milk cartons. **CW**
- 4.3 Central heating boiler – when this broke the last time, it was mended for no charge by a plumber as long as we considered him when it was time to for it to be serviced. John F will arrange for a quote. **JF**
- 4.4 Cooker – this has the reputation for being unreliable which may be affecting bookings. Despite several call outs by a repair man to see what the problem is, no definitive fault has been found. John G to arrange a 'test' meal to be cooked to see if there is a fault. Discuss at next meeting whether it needs to be replaced. **JG**

## **5 Bookings Update**

- 5.1 Hired almost every evening on a regular basis. Shape and Slim lady would like her booking to be later – this can be accommodated except when flower club use the hall. This is only a bi-monthly booking so on those days Shape and Slim will be not be held. Val and John F to liaise with both groups re the booking times. **VS, JF**

## **6 Treasurers Report**

6.1 An income and expenditure summary was circulated

## **7 Awning/Shade for preschool**

Pre-school would like to have some sort of permanent awning to provide shade/shelter outside. They agree to pay for, erect and maintain the awning. Suitable places where it could be fixed are limited. Committee agree in principle – Claire to bring more definitive idea to the next meeting. **CW**

### **AOB and next meeting**

Solar panels – Geoff to bring to next meeting **GL**

Details of a one –man entertainer received by John G to be passed on to Julia **LT**

Caretaker/cleaner role – John F to consider whether he would like to take on this combined role. Position may be advertised locally – John F and Alan to give some idea of the average hours involved in this job at the next meeting. **JG, JF, AD**

Next meeting Thursday 25<sup>th</sup> March at 7-30pm