

## Minutes of Lindford Village Hall Committee Meeting 27<sup>th</sup> January 2015.

### **Those Present:**

Chair: Cllr Simon Banks Van Zyl (SB), Cllr Derek Barr (DB), Kye Anderson (KA), Gemma O'Gorman (GO), Minute Taker: Michaela Canning (MC)

Meeting opened at 1934 hours

1. **Apologies for absence** Cllr Ian Skelton-Smith (IS)
2. **Minutes of 30/09/14.** Proposed by Derek seconded Kye. Carried unanimously by those present at last meeting.
3. **Declaration of Interests:** **None**
4. **Public discussion:** No residents
5. **Progress on items raised at last meeting:**
6. **Maintenance**
  - 6.1 Routine Maintenance:
    - Microphone / PA system – KA has adapted the current system to function, as required.
    - Formation of Events Team – next meet planned this Thursday 29/1/15.
    - Fridge Freezer – now replaced.
    - Caretaker – Caretaker now in place.
  - 6.2 Committee Room Refurbishment (including Curtains) (DB)  
Original company located, who provided curtains for Main Hall. Awaiting their quote for furnishing the Committee Room.
  - 6.3 Dado rail (DB)  
This is still being looked into, using flooring on the wall (DB)
  - 6.4 Perry Room floor refurbishment (DB)  
Major work completed, however ongoing varnishing is currently taking place as initial job has not been completed to a satisfactory standard.

**Action** If work remains unsatisfactory, send email to Company stating the above; that although work appeared satisfactory initially, after light and limited use, marks are collecting on the flooring. Arrange a meeting after 16<sup>th</sup> February, when the Chair (DB) is next available. **MC**

Other comments, relating to Village Hall Maintenance:

A 'Caretakers book' has been created to record and monitor issues relating to the Village Hall. As a result, an incident has been reported where a child was mildly injured due to the sensor toilet lights switching off prematurely.

**Action** Look for remedy. **MC**

## **7 Village Hall Committee and Roles**

### **7.1 Review of committee (DB)**

It was felt that 'Quality' not 'Quantity' is the important issue and the current attendees will take this forward and continue with the required work.

## **8 Financial Matters**

### **8.1 Presentation of year to date accounts**

These figures can be viewed at the last Financial Meeting Minutes.

### **8.2 Progress on outstanding debts**

There are no significant debts.

### **8.3 Community Project Grant – This is the grant given to support the 2014 Fete. This has been approved and signed off by the EDHC Community Project Worker and Manager.**

### **8.4 Purchase of new microwave**

Team to look around for a suitable replacement – up to £100

### **8.5 Refuge/Recycle Bin Housing**

The problem is down to unauthorised use and incorrect separation of rubbish (eg nappies in the re-cycling), by unauthorised people. Bin housing, notices and extra bin provision to be looked into.

Meeting Closed at 2055 hours

Next meeting 1900 hours Tuesday 24<sup>th</sup> March 2015

Signed:

Dated: