

# Slaley Commemoration Hall Management Committee

Chairman:  
Rosaleen Doonan  
O'Dunain  
Slaley  
Hexham  
NE47 0AD  
Tel: 01434 673173  
Email: [radoonan@hotmail.com](mailto:radoonan@hotmail.com)

Secretary  
Pat Wilson  
Lawn House  
Slaley  
Hexham  
NE47 0AS  
Tel: 01434 673388  
Email: [pat.wilson28@outlook.com](mailto:pat.wilson28@outlook.com)

A Meeting of Slaley Commemoration Hall Management Committee will take place on  
Wednesday March 18th 2020 at 7 p.m.

Agenda

## 1. Members present & apologies-

## 2. Minutes of the meeting held on Wednesday January 15th, attached as pages 16-19 with appendix 1, page 20 & appendix 2 page 21.

## 3. Matters arising

- a) 3c 15/1/20; 3c 20/11/19; 3d 18/9/19; 6b 17/7/19: REMINDER Emergency First Aid Course has been booked for Thursday March 26<sup>th</sup> 2020
- b) 3d 15/1/20: RESIGNATION OF Margaret Weatherley as Treasurer after 27 years. (end of March or at AGM?). Position advertised amongst committee. Appointment of Replacement Treasurer.
- c) 3f 15/1/20; 14c 20/11/19: Old records stored with previous chairman JKR and previous booking clerk AW to be collected and gone through. RD & PW met on 10/3/20 and decided to contact Northumberland Records Office.
- d) 5c 15/1/20 Hire charges needing clarification. Children's summer camp £200 in 2018 was £100 per 4 days for a total of 8 days compared with £100 in 2019 for 4 days only. Sleepover Group 2016 they paid £120. May 17/18/19 2019 & 8/9/10 November 2019 they paid £150. **Did they attend during 2017 & 2018?**

## 4. Correspondence

- a) 24/1/20 Email from RD re grant success
- b) 31/1/20 Email PW re CAN winter newsletter with grant news & photographs.
- c) 1/2/20 Email from PW (RD's telephone & email off) with letter asking for Afternoon Teas to continue.
- d) 16/2/20 Email DT re photo competition
- e) 19/2/20 Email from PW re Quick meeting on 23/2/20 at 4.30 p.m.
- f) 23/2/20 Email RD builders start date April 6th
- g) 27/2/20 Email from Stella Douglas (Booking Clerk) Stage 1 improvements means an impact on Hall use.
- h) 2/3/20 Email from RD asking for decorators and if anyone is interested in becoming Treasurer.

## 5. Financial Report by Margaret Weatherley

- a) Payments made and Income since last meeting
- b) Informal meeting with Treasurer 19/2/20 (RD, DT & PW) to discuss fit aid when it was suggested that a percentage of each fundraising event should be given to the general running costs of the Hall. Since 2017 we give 100% to the improvement fund with the result that the general fund is running low. **Can we suggest 10% goes to the general running fund? VOTE and record decision.**
- c) COI F investment fund for charities.

- d) Relaunch fundraising for Phase Two of the centenary improvements.
  - (i) Provide information and prices for portable bar – (Marge Rastall?)
  - (ii) Provide information and prices for preparation kitchen – (Margaret Rowell?)

## **6. Bookings Report**

- a) New group meeting in the Hall on a Sunday afternoon. Slaley & Healey Community Environmental Group first came together at the Hall Open Day on January 26<sup>th</sup> 2020 and then held their first meeting on Sunday February 16<sup>th</sup> with their second meeting organised for Sunday March 22<sup>nd</sup> at 5 p.m.
- b) Booking Clerk has cancelled all the bookings in the Committee room and moved them into the main hall, this has caused some changes especially for the Badminton evening sessions,

## **7. Storage of equipment currently stored in Committee Room**

Tables square 6 (whist) tables  
Folding small tables 6  
Stacking chairs blue plastic  
Blue material chairs  
Large light blue Directors arm chairs  
Audio cabinet on wheels  
Wall photographs and needlework  
Painting by May Storey donated to the Hall by Bryony Gibson  
Bar: clock/ boxes of glasses/fridges/ash trays/trays/ ice cube containers etc  
Large cabinets/SCH financial records & old audio equipment/old screen

## **8. Reports from:**

- a) **Open Day January 26<sup>th</sup> 2020 Success** when 28 people had lunch to discuss Climate Change and the public came throughout the afternoon to learn how to book the hall on the new on-line system, look at the plans, have refreshments, play table tennis or enjoy a game of whist and chess. £197 was handed over to the fund. **Report attached as appendix 1/180320, page ???**
- b) **Extraordinary meeting Sunday 23/2/20 at 4.30 p.m. Report RD**
- c) **Grants sub-committee - report**
- d) **Notes from Funders Fair at Alnwick Castle 5/3/20 attached as appendix 2/180320, page ???**
- e) **Heritage grant to repair roof lantern and renovate the paintings of Charles Samuel & Agnes Mona Hunting.**
- f) **Wedding/Party Plan**

## **9. Building maintenance**

- a) 9c 20/11/19: The stacking chair carrier arrived 29/1/20 and is a big hit with caretaker and public alike
- b) 9f 20/11/19: **DT has found a different key safe and will present for approval**
- c) 9g 20/11/19: Albert Scott has been asked to look at an activated light near the key safe.
- d) Margaret Weatherley reminded the committee that Dorothy & Reg may experience extra cleaning when builders are working – RD to invite them to assess meeting with builders before work begins.

## **10. a Decisions to be made on new toilet block**

- (i) Sanitary Wear – styles in white
- (ii) Flooring
- (iii) Walls colour
- (iv) Ceiling Colour
- (v) Window glass
- b) Decisions to be made on old toilet area for storage**
  - (i) flooring

(ii) colour of walls

(iii) New replacement heating boiler

**c) Decisions to be made on main hall colour scheme**

(i) Ceiling white – will take 2/3 days with a portable scaffolding trolley

(ii) Colour of lower walls below Dado rail decorator suggested a washable emulsion

(iii) Colour of walls above Dado rail.

**11. GoFundMe account update from DT**

**12. Fundraising (see appendix 3)**

a) 11 e 20/11/19: Letter from Chair and Vice-chair sent to all the user groups re continuing with afternoon teas in 2020.

Bowls Club confirmed March 29<sup>th</sup> 2020

Slaley Parish Council confirmed May 31<sup>st</sup>

Badminton confirmed for July 22<sup>th</sup> 2020

Healey Parish Council confirmed December 2020 although they felt 27/12/20 was too close to Christmas and suggested Sunday January 3<sup>rd</sup>.

b) Email from DJT re registered the hall on Easyfundraising. - explain

c) Albert Weir has offered to open his garden over the weekend of July admission by ticket only. With free refreshments. Requires offers of food and people to serve same between 10 a.m. – 6 p.m. each day.

d) Coronavirus – what is the Hall's position? Do we reserve the right to close the Hall if the committee deem it necessary? What steps are being taken to keep Hall users free of any infection?

**13. How can the Hall be more environmentally aware / climate friendly?**

Slaley & Healey Community Environment Group held its first meeting on Sunday February 16<sup>th</sup> and its second is programmed for Sunday March 22<sup>nd</sup>.

**14. Any other business**

**15. Maintenance Log Book**

1) External doors. (2) Emergency lighting. (3) Water supply. (4) rainwater fittings. (5) Visual check exterior. (6) Visual check interior. (7) Signs. (8) Metre readings.

**16. Date of next meeting:** Wednesday May 20<sup>th</sup>, which is also the AGM