

# Slaley Commemoration Hall Management Committee

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A Meeting of Slaley Commemoration Hall Management Committee will take place on Wednesday May 20th 2020 **via Zoom immediately after the meeting to agree the 2019/20 accounts – those members without a computer/Zoom connection will be able to participate via telephone.**

Agenda

## 1.Members on-line & apologies-

**2.Minutes of the meeting held on Wednesday March 18th, attached as pages 28-31 with appendix 1, page 32, appendix 2 page 33, appendix 3 page 34, appendix 4 page 35 & appendix 5 page 36.**

## 3.Matters arising

- a) 3a 18/3/20; 3c 15/1/20; 3c 20/11/19; 3d 18/9/19; 6b 17/7/19 Emergency First Aid Course CANCELLED due to Coronavirus
- b) 3c 18/3/20; 3f 15/1/20; 14c 20/11/19: Old records to Northumberland Records Office. CANCELLED due to Coronavirus.
- c) 6e 18/3/20: Hall flew the Union Jack to celebrate VE day, several houses hung bunting or flags. Thank you to RD.

## 4.Correspondence

- 20/3/20: Email WCNCBC ACRE (COVID-19) advice for Village halls
- 8/4/20: Email WNCBC food parcels for Easter weekend
- 9/4/20: Email CAN Government announce support for charities.
- 24/4/20: Email WNCBC: Village Halls National Survey – DT & PW went through 25/4/20 by telephone DT circulated response for comment.
- 24/4/20: Email CAN A message to all Trustees of village halls.
- 25/4/20: Email ME asking if Committee agreed to Slaley First School having a pillowcase pick up point in Hall carpark during the Coronavirus.

## 5.Financial Report by Stella Douglas

- a) Payments made and Income since last meeting. Gift Aid small donation scheme 2018/19 £94.38 + 2019/20 £3,183.50 (this included the gift aid from Go Fund Me donations and the 200k walk. MW was thanked for her work recovering this amount. A NCC grant of £10,000 for loss of income during the Coronavirus has also been received this will replace the lost income this year.
- b) COI F investment fund for charities.
- c) Relaunch fundraising for Phase Two of the centenary improvements. Temporarily CANCELLED due to Coronavirus
  - (i) Provide information and prices for portable bar – (Marge Rastall?)
  - (ii) Provide information and prices for preparation kitchen – (Margaret Rowell?)

## **6. Bookings Report**

a) All activities have been CANCELLED due to Coronavirus

## **7. Phase One of Improvements**

The work was temporarily suspended due to social distancing and closures in the supply chain. **The new start date is May 25<sup>th</sup>.**

Email from Marge Rastall 3/4/20 suggesting that the grants should be returned and Phase 1 is not undertaken. HS & ME immediate response was NOT in support of this.

## **8. Reports from:**

a) **Grants sub-committee** – report DT 3/4/20 a £10,000 James Knott Trust

b) **Heritage grant to repair roof lantern and renovate the paintings of Charles Samuel & Agnes Mona Hunting.** What can be done under the present restrictions??

## **9. Building maintenance**

a) Email DT 17/4/20: BT broadband contract expired New two-year contract rate from 24/4/20 is £22 per month + vat.

b) Email RD 2/4/20 Decorating quote from A. Stobbs £2,390 – cost & type of paint unknown.

Email quote from Jamie Dunn £2,200

c) Because the Hall is not being used the maintenance is minimal. DT has called in - flushed the toilets to prevent legionnaires disease.

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

No samples available to view due to Coronavirus. Once restrictions are lifted a sub-committee will make decisions.

## **11. Bounce Back grants report Stella C Douglas /GoFundMe account update from DT**

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

Easyfundraising is the only fundraising able to take place, currently stands at £29.26

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

No Update due to Coronavirus. Slaley PC has volunteered to fund the additional costs of environmentally friendly toilet furnishing, lighting etc, taps that switch off, two flush toilets, toilet cubicle lights that switch off etc.

## **14. Any other business**

a) can we distribute the paperback from the lending library while people on lockdown? If yes, How?

## **15. Maintenance Log Book – because meeting place via Zoom the maintenance log was not completed**

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 July 15<sup>th</sup>. The AGM will also need to be held once the restrictions are lifted.