

Slaley Commemoration Hall Management Committee

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The Meeting of Slaley Commemoration Hall Management Committee on Wednesday September 15th 2021 will take place in Slaley Commemoration Hall at 7.30 p.m.

Agenda

1.Members & apologies-

2. Minutes of meeting held on Wednesday July 21st 2021, attached as pages 85 - 87 with appendix 1, page 88, & appendix 2, page 89.

3.Matters arising.

- a) 3a 21/7/21; 9b 19/5/21: **Lantern:** work completed by Hodgson – Account paid.
- b) 3b 21/7/21; 9c 19/5/21: **Paintings:** Currently at the Laing Art Gallery, Newcastle
- c) 3e 21/7/21: Metre readings – research work done between meetings. Meeting 31/8/21 PW with ICS & DJT – it transpires that a new gas reading unit was fitted in November 2020 when Shell became the supplier, this overrides the old metre reading unit hence the recent unaltered metre reading. The new gas consumption does have a standing charge but the daily gas consumption is automatically sent to Shell from this new unit. To check the monthly use we will need to download the monthly invoice and check against weather conditions and Hall activities. **Is this something a member of the committee would be interested in taking responsibility of?**
- d) 9b 21/7/21: The large clock has been received
- e) 16 21/7/21: Main door into building no longer sticking at bottom – thanks to Caretaker.

4.Correspondence

- 28/7/21 Sarah Hallberg WNCBC Bulletin
- 30/7/21: CAN Enews – Louise Currie reducing hours.
- 31/7/21: Sarah Hallberg WNCBC Freedom Day
- 2/8/21 PAT service testing re-start in September 2021 SCH programmed for Jan/Feb 2022
- 13/8/21: CAN Enews – situation vacant to replace LC
- 24/8/21: CAN Final Lottery/Can Partnership Final Funding Event
- 3/9/21: CAN Enews: We're hiring - must love village halls

5.Financial Report - SCD

a)

6.Bookings Report - SCD

a)

7. Reports from: Grants sub-committee - DJT

8. Phase Two of Centenary Improvements

Three quotes for building work received Trustees to agree appointment of a builder.

9. Caretakers Report - ICS

10. Building maintenance

- a) David Stanley Blinds fitted - remote stored in Audio cabinet
- b) Need to update the June 2019 Inventory – email sent to various groups about their equipment stored inside the Hall.

Returns so far include: Caretaker, Carpet Bowls, Badminton, The Den, Main Hall, Foyer and Entrance.

11. Fundraising Phase Two (attached as appendix 1/150921)

a) Artisan Indoor Market on Wednesday July 28th was a huge success, people used the Hall who did not normally use the building. Visitors from Slaley Hall and Springhouse holiday accommodation were impressed with the building. Most stalls sold out in the first 1 – 2 hours so there was very little for the late shoppers to buy. Although the event which was sponsored by Slaley Parish Council did not set out to make money but to encourage people to return to the building £434.13 was raised through sales and refreshments. ICS sent through an email of recommendations for future events. We have been encouraged to try the market every three months July – October – January – April – other villages like Greenhead, Wylam & Bellingham have these markets every month – Slaley is probably closer to large supermarkets than these three villages are. We think the charity stall at the October market should be the Commemoration Hall **are any of the members able to serve – refreshments & man the Hall's stall. Also have members items to sell on the Stall – home baking, plants for Christmas, jams, chutneys, eggs, home-made ginger beer, books**

b) Fire and Dough mobile Pizza Van has agreed to sell Pizzas from the Hall car park on the fourth Wednesday of each month from 5 p.m. – 7.30 p.m. DJT & SCD decided to try refreshments with the August event which was a beautiful afternoon. Many people took advantage of the outside tables, bought something to drink and chatted the - Hall raised £51.47

These two events are giving a different focus to the use of the Hall to both parishioners and visitors and is something we need to embrace and encourage as the Hall once again becomes the focal point of parish activities.

c) 'Cribs from around the World' exhibition: November: Friday 26th evening only with cheese & wine? Saturday 27th 11 a.m. – 7 p.m. with food vans from around the world outside, a brazier etc. Sunday 28th 2 – 4 p.m. ending in a carol service outside? **Who is available to help over the weekend?**

12. Policies (the Policies were last updated July 2019)

Practices & Procedures for hiring the Commemoration Hall – needed for Hallmark 2 July 2021 review

Health & Safety Policy July 2021 review

Fire Safety & Evacuation Plans Policy July 2021 review

Equal Opportunities Statement of Intent – July 2021 review

Environmental Policy – July 2021 review

Alcohol Policy – July 2021 review

Reserve's Policy – July 2021 review

Vulnerable Persons Policy – July 2021 review

Risk Assessment – July 2021 review

13. Hire charges last updated January 2020

14. Northumberland Village Hall Heritage Project

Request for SCH photographs for CAN heritage web site. PW emailed several 22/7/21 and these were acknowledged by LC.

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

Slaley, Healey & Hexhamshire Community Environment Group Climate Change Action Plan is on www.slaley.org.uk as is NCC's Climate Change Action Plan – these should be read by everyone as they will have an impact on many aspects of normal everyday life.

16. Any other business

17. Maintenance Log Book – The Maintenance Log has been reworded now that Phase One building work is completed.

18. Date of next meeting: Wednesday November 17th 2021