

# Slaley Commemoration Hall Management Committee

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A Meeting of Slaley Commemoration Hall Management Committee on Wednesday March 20th 2024 will take place in Slaley Commemoration Hall at 7.30 p.m.

## Agenda

### 1. Members & apologies

Welcome to new trustee, Paula Darrington who represents St. Mary the Virgin PCC and replaces Reverend Helen Savage.

**2. Minutes of meeting held on Wednesday January 17th 2023, attached as pages 204 - 206 with appendix 1, page 207, appendix 2, page 208, appendix 3, page 209, appendix 4, page 210. appendix 5, page 211, appendix 6, page 212 & appendix 7, page 213.**

**Notes from the ZOOM meeting on Wednesday January 24<sup>th</sup> also attached, numbered as page 214.**

### 3. Matters arising.

- a) 1 ZOOM meeting 24/1/24; 3a 17/1/24; 3a 15/11/23; 3a 20/9/23; 3b 19/7/23; 8 17/5/23: Update by PC on the decking project.
- b) 2 ZOOM meeting 24/1/24; 3b 17/1/23; 3g 20/9/23; 11d 19/7/23; 15e 17/5/23: Change wording on welcome plaque final design after advice from partially sighted guidelines from HB-L – plaque returned and has been refitted by Ian Stevens. Invoice paid?
- c) c 17/1/24; 3g 15/11/23; 14 20/9/23: 'Function Brochure' updated by DT and circulated for final approval 20/2/24 PW thought there should be comment on the heating and suggested "natural gas heating throughout the building can be controlled by a thermostat" – copy now in kitchen?

### 4. Correspondence

#### Emails:

24/1/24: WNCBC Sarah Hallberg: AGM online by Microsoft Teams 24/1/24 at 7.30 p.m.

24/1/24: Tracey Morgan CAN with a copy of the event at Longhoughton which will be similar to that at Slaley on Thursday March 28<sup>th</sup> 2024 10 a.m. – 12 noon.

28/2/24: CAN Village Halls Heritage project 18/3/24 at County Hall, Morpeth 9.45 – 12.45 also a reminder that a presentation will be made to Louise Currie at this event, Louise is retiring at the end of March – SCH trustees were asked for any photographs or memories or best wishes for the Memories Book by end of February. PW wrote a poem and emailed to Carrie Brookes at CAN, this was acknowledged. **also on Thursday June 27<sup>th</sup> at Humshaugh 12 – 2 p.m. is the WNCBC summer gathering – Debra questioned why we were members – maybe one or more should go?**

### 5. Financial Report – SD

- a) Barclays Bank closed on Thursday February 29<sup>th</sup> 2024 therefore all cash receipts for hall hire will be paid into the Post office by a grey deposit card. The PO only accept bags on money containing the nominated amount.
- b) All minor defects have been rectified and the 2.5% retention fee will now be paid, this is £2,467.70 + Vat (£493.54) = £2961.24

### 6. Budget for the coming year – Year to date presented by DT

- a) a graph emailed 21/1/24 showing the increase in gas during November & December 2023 compared to the same months in 2022 when the heating was increased to 15 resulting in £200 extra per month on the heating.

## **7. Bookings Report – SD**

## **8. Issues Log – DT**

### **9. Slaley Commemoration Hall as a Rescue Centre; energy advice from Colin Washington**

3 ZOOM meeting 24/1/24: 11e 17/1/24; 11d 20/ 9/23.

- a) Colin will discuss how we optimize the battery storage and help SCH to become a rescue centre.
- b) 11e 17/1/24: RD reported that SCH may become a Rescue Centre if an emergency was declared by the chairmen of Slaley & Healey PCs and the Chairperson of SCH. Healey PC 6/3/24 - Cllr T. Warde-Aldam was unaware of the parameters of dealing with an emergency as described at the SCH management meeting on January 17<sup>th</sup>.

### **10. Caretaker's Report**

- a) RD reported outside lights and some internal on at 7.44 a.m. on Monday February 26<sup>th</sup>. CF agreed that there were also some kitchen appliances left switched on Monday morning when she arrived. The booking on Sunday February 25<sup>th</sup> was a private event.

### **11. Building maintenance**

- a) Thermostat to Community Room radiators changed by Ryton construction – now working brilliantly (PW).

### **12. Fundraising**

- a) 14/2/24: Email from David Nixon offering his theatre group to perform a Murder Mystery
- b) Draw the March SCH 200 number. A lapsed member has joined with two numbers for the next six months increasing the prize money by £3 per draw.
- c) DT sent an email 17/2/24 regarding Easyfundraising – Any further explanations on the use of easyfundraising to new members. Our 13 core members have raised over £550

### **13 Slaley Village Hall using Broadband Event Thursday March 28<sup>th</sup> 2024 10 a.m. – 12 noon.**

4c 17/1/24: Tracey Morgan CAN booked SCH 19/12/23 for a joint CAN/SCH Village Hall's "use of Broadband" event. CAN will cover the hire charge. Basically, TM invites attendees and support speakers, introduces speakers, DT will make a presentation on behalf of SCH. PW will provide refreshments supplied by TM.

### **14. Annual Governance: PAT/Fire Extinguisher Testing/Music/Performance/Entertainment Licence payment due April.**

Are these all in hand, or does anyone need to do anything?

### **15. Invitation to join the Management Committee**

3 ZOOM meeting 24/1/24: Letter gone to St. Mary's PCC and Mrs P. Darrington appointed (see agenda item 1)  
Has any other request been sent to user groups?

### **16. Any other business**

- a) Outside windows cleaned by Gavin? (last done November 2023)
- b) CEG members are offering to look at the area north of the decking and consider a planting scheme for this shaded area. DT offered to meet up with them and report back.
- c) Healey Councillor M. Cartlidge asked if anything could be done about the acoustics at the Hall, he found hearing clearly in both rooms difficult. He felt a any further funding from BHEF could be awarded to addressing this problem.
- d) DT emailed 1/3/24 to report BT contract being switched to a digital service giving us broadband and telephone call facility. The switch is a one off charge of £95 with a new two-year contract of £35.94 (including VAT) per month. Slaley Parish Council are changing their level of support for the WiFi service from April. Funding??

### **17. Maintenance Log Book –**

### **18. Date of last 2024 meetings:**

15/5/24, 17/7/24 (AGM), 18/9/24, 20/11/24.