

Slaley Commemoration Hall Management Committee

Minutes of Slaley Commemoration Hall Management Committee
Wednesday January 16th 2019 at 7.00 p.m.

1. Members present: Rosaleen Doonan, Michael Elphick, Marge Rastall, Margaret Rowell, Debra Taylor, Margaret Weatherley, Ann Wright & Pat Wilson.

Apologies: Brenda Hutchinson, Helen Savage, & Bobby Johnston.

2. Minutes of the meeting held on Wednesday November 21st 2018. Proposed as a true record by Margaret Weatherley seconded by Marge Rastall, The minutes were signed and dated.

3. Matters arising

a) Extraordinary meeting of 29/10/18 agenda item 4 when an Open Weekend was proposed and half the committee said it would not work because it had been tried before. PW has looked back through Slaley Notes and found the following advertisement:

October 2009:

Commemoration Hall – Saturday 17th October 2 – 4 p.m.: Ever thought about joining the W.I. or the Leek Club? You are invited to come along to the Commemoration Hall to meet and chat with the various groups that use the Hall. There will be an opportunity to have a go at carpet bowls and find out more about the many other activities. There will also be a demonstration of the use of the new kitchen equipment - refreshments will be available, do come along.

b) 3a 21/11/18; Village Halls Week Wednesday 23rd January display at Stannington RD & PW attending

c) 3 b 21/11/18: Free training workshop to improve confidence in using mobiles, laptops etc. Thursday January 10th, Thursday January 17th changed to Thursday January 24th and Thursday January 31st 9.30 – 12.30. DT reported how well the first workshop had been attended – some had telephoned, some tablets and some laptops so training was difficult for different machines on different networks and people with different requirements. Workshop 2 has more interest.

4. Correspondence

Email from Venues for 4 – ME to reply

5. Financial Report by Margaret Weatherley

a) Payments made or cheques to be signed. Expenditure since the November meeting £881.93

b) Income since last meeting. Current income stands at £13,826.19

c) The Chairman asked if the income raised from the specific 100-year fund raising could be allocated to the fund we are launching at the Open Weekend. MW replied that it could. RD is making a Money Thermometer to go onto the hall outer wall it will start with our current fund raising total of £3,550 + the opening go-fund-me donation of £5,005 = £8,555

6. Bookings Report

Email from Alison Briggs, Dilston Hall, requested information on door locks at the Hall. PW replied and after further verbal discussion with Booking Clerk, AW. Six x 2 hour sessions were booked @ £20 each. This did cause some concern amongst the management committee, however, RD had taken advice and in certain circumstances this arrangement is the normal. The six sessions have been paid and £120 was handed over to MW. The original correspondence to be attached to the internal copy of these minutes.

7. Wedding/Party Plan

This will be available during the Open Weekend

PW suggested asking BJ if he had photographs from family parties and weddings DT could use.

MW suggested NJ may have some wedding photographs DT could incorporate.

8. Commemoration Hall notice board

Banners and Feather Flag copy of wording emailed to all 18/12/2018 – RD showed the completed Banners and Feather Flag to the meeting these will be erected on Friday at 2 p.m. Slaley Parish Council has covered the cost of both.

9. Building maintenance

Kitchen water boiler faulty was reported by Bowls Club – Albert Scott repaired - a fault in the plug.

10. Open Weekend

a) 3c 21/11/18; 4 29/10/18: **Open Weekend** to showcase Slaley Commemoration Hall and launch Improvement plans on the weekend of January 19th/20th. **Everyone asked to take photographs and the Hall Booking Diary needs to be available for prospective groups making enquiries.**

b) Meeting with Melanie Cant (Elm Marketing) December 14th 2018 to see what can be improved in Village Hall section of web page – suggested “Go-fund-me” account. Report of meeting circulated by email 18/12/2018. DT has done the new web page and has received notification of our first £5,005 donations. DT is also tweeting daily about different aspects of the Open Weekend.

c) **Open Weekend – Who Does What during January circulated by email 3/1/19.**

Film – ME circulated available films - decided on “Edie” an 83 year old Edie believes that it is never too late to climb Suilven in Scotland starring Sheila Hancock. Food during film – Ann Holmes and Margaret Ogle will cook and serve. Hot pulled pork sandwich with apple sauce in a bread bun. Vegetarian alternative. Lisa and Steve Carson have agreed to lead the Parent & Toddler event PW read the email from them. Raffle prizes needed PW got raffle tickets. – tell people that if they win they will be notified in by telephone and their prize left at an agreed point for collection. PW getting bar stock. Floats for raffle, bar, teas, film entrance + food.

Home baked food for the refreshments needed. PW got tea, sugar, coffee & milk. DT got bags of used golf balls for sale at £5. RD suggested that we all need to be on hand to help where help is needed

d) Brochure designed by HS circulated for approval – 500 printed – help needed to deliver. MR took several on the Shire road.

e) Press Release circulated by email for approval – amended and sent – Hexham Courant reported replied Monday 7th and a meeting was arranged for Wednesday 9th at 9 a.m. Everyone invited by email 7/1/19.

f) **Grants – The Prince’s Countryside Fund 9/1/19- 21/2/19 suggested by the Courant photographer – PW & RD to look at this while they are at Stannington on January 23rd.**

RSN Rural Funding Digest circulated by email 9/1/19 re commending you view the following:-

- (i) Rural Community Fund – Calor
- (ii) Community C & Village Halls grants – Trusthouse Charity Foundation we would need 50% of funding already in place.
- (iii) Screwfix Foundation – small grants
- (iv) Tesco bags of help – local maximum £4,000
- (v) Grants for War Memorials

Tesco bags of help & Waitrose – Reverend Helen Savage volunteered to look at these.

11. Fundraising ideas

Fundraising totals for 2017/8

October 13th 2017 Early Christmas Fayre (MR)

565.70

October 24 th , 25 th & 29 th 2017 Village Quiz with Café	100.00	
January 27 th 2018 Gourmet Taster Buffet with Storytelling	842.47	
April 8 th 2018 Afternoon tea/flower arranging by Gwen Foster	540.44	£2,048.61
Sunday July 15 th 2018 Teddy Bears Picnic	£36.53	
Friday September 28 th 2018 Gaby Sutton Fashion Show	£224.40	
Friday November 2 nd 2018 Bobby Johnston Slide Show	£440.00	£2,749.54
Friday November 23 rd 2018 Music by the Doonan Family	£800.00	£3,549.54

Fundraising ideas for 2019 -

David Nixon 's, Sherlock Holmes Murder Mystery, called "A Case of Old Relics" cost £60. It was felt that with the Open Weekend during January this event would need to be in February. *Food – WI could do Pie and Peas - pies from Cranstons followed by cheese cake from Costco.* MW to check dates in diary and *Mg R to check pie costs then an entrance charge can be established.* This will need to be advertised during January. **MR said the Pie and Peas had been served at Whitley Chapel she had not meant the Commemoration Hall fund raising. Fr/Sat Feb 22nd/23rd or Fri/Sat March 1st/2nd were suggested as possible dates.**

RD suggested an Easter Day Afternoon Tea

RD also suggested a JAZZ evening

PW suggested a cake icing demonstration with a camera showing the small details onto the screen. ME to check if this is possible.

Brought forward from 2018: MR suggested a Table Top Sale

RD John Holmes Director Kielder Observatory talk

Medieval Banquet with entertainment (Alex Jobson magician) or Comedian? - Recent FOSS fund raising

Linda Johnston and her dog 100K walk for 100 years – St. Cuthberts Way – summer 2019. Other

walkers to join for all, part or sections of walk and get sponsorship. DT & RD were interested in joining

Linda for sections. PW & Sky do the final 2 miles across the causeway to Holy Island.

12. Any other business

a) Caretaker reported vegetable matter inside hall bins + dog poo bags. MW to make a sign for bins saying bins for use by CT patrons only.

b) Ask people to request from Ann Wright before parking vehicles in the CH grounds – there may be a function booked.

13. 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. **Only internal checks done.**

14. Date of next meeting: Wednesday March 20th –

However, it was decided that a meeting should be held on **Wednesday January 30th** at 7 p.m. to discuss the feedback from the Open Weekend, this will be a short meeting and normal meeting business will not be on the agenda.