

Slaley Commemoration Hall Management Committee

Minutes of Slaley Commemoration Hall Management Committee on Wednesday July 20th 2022 in Slaley Commemoration Hall at 7.30 p.m.

1.Members – Chairman, Debra Taylor, Stella Douglas, Catherine Myers, Margaret Rowell, Ian Stevens, & Pat Wilson.

Apologies: Rosaleen Doonan, Carol Ferguson, Helen Savage, Janeen Smith,

2. Minutes of meeting held on Wednesday May 18th 2022, attached as pages 123 - 125 with appendix 1, page 126, appendix 2, page 127 & appendix 3, page 128.

Also minutes of ZOOM meeting on Wednesday 13th July 2022 when the Accounts were presented for 2021/22, attached as page 129. The minutes were proposed as a true record by Ian Stevens and seconded by Stella Douglas the minutes were then signed and dated by the Chairman.

Before the business of the meeting Project Manager, Kevin Doonan, gave us an up-to-date report on Phase Two Building Work. Planning permission under permitted development (PD) to change the north window into a door was sent to NCC planning, an officer came out and this has been agreed. Solar panels / battery storage also needed planning approval on a non-domestic property. Full planning takes three-months. We asked for new panels flush with the roof slates this complies with permitted development. Again, a PD notice was sent to NCC planning, finally last week after a telephone call to the planning officer and dropping the panels from ten to nine, they verbally gave permission. The roof timbers delivered last week were the wrong angle and a new set will be delivered without an additional charge to us, although it has delayed the completion date a little. Malcolm Archer of Hadrian Electrics said he has the PV trays but the extra time for the PV panels will work in his favour. CM asked about the battery storage and the safety issues with internal combustion. SD to check this with the Fire Safety Officer who is due to undertake the annual fire safety check.

3.Matters arising.

- a) 3b 18/5/22; 10f 16/3/22: Acoustic Problems - IS & DT verbal report on costing and possible solutions.) Before spending vast amounts of money on possible solutions a trial will take place (*see also the Caretakers report, agenda item 9*). SD wondered about Newcastle University alternating student fabric work on the walls. PW asked what is used in theatres and cinemas?
- b) 10 18/5/22: Tubs in car park – replaced and planted with herbs – thank you to IS & DT. IS to mention in Slaley News that the herbs are now established and could be used by the community.
- c) 14c 18/5/22: Wooden seat for SCH – Slaley Parish Council has agreed to fund the purchase of the seat and have a plaque fitted to commemorate the Platinum Jubilee; it has been decided not to proceed with the order until the building work is completed.

4.Correspondence

Emails:

27/5/22: CAN Enews – new advice website EARN

10/6/22: CAN Enews Ofgem and government publish reports into Storm Arwen response.

20/6/22: Queen's Hall Arts Centre Illuminated Sheep – a visual arts trail across Northumberland to celebrate the arrival of the Lindisfarne Gospels in autumn 2022. Expressions of interest forms completed by midday Wednesday July 13th (Now extended to July 23rd). IS completed the application – he has volunteered both the Shop and the Hall and if we are successful the sheep may preside over a sheep shearing demonstration at the Hall.

22/6/22: CAN Village Halls Heritage Newsletter – offer of two-days oral history training with Northumberland Archives.

24/6/22: CAN Enews

30/6/22: CAN Enews – Prudhoe Employment Fair 8/7/22

29/6/22: David Nixon offering a murder mystery ‘Game of Stones’ or Panto ‘Robin Hood and the Half Blood Beast in the Wardrobe’ a mix of at least three pantos performed entirely in verse. PW to ask when Whitley have booked.

8/7/22: CAN Enews summer newsletter

5. Financial Report – SCD

a) Report of income and expenditure from April 1 – July 20 (**attached as appendix 1/180522**), **page 134**

b) 5c 18/5/22: **A Financial Forecast for 2022/23** has been prepared by DT & IC and is attached as **appendix 2/200722, page 135**. DT reported that Hall running costs are currently at an estimated £8,000 per year and the hire charges should cover these costs. At £12 per-hour we need a minimum booking of 13 hours each week, 57 hours each month, 170 hours each quarter and 680 hours per year. Different users were needed especially during the day time. It was proposed that fundraising should be used to make the hall a better place and not be used in place of hire charges to cover running costs.

c) SD reported that the last page of our Constitution (or Scheme as the 2008 documents is called) was out of date because the trustees listed on the 2008 document are incorrect for this current year. PW explained that after the AGM each year a new page 11 is recorded which is kept in our records showing the trustees for the current year. Debra and Stella made a request for new Trustees, page 6 of the June 2022 Slaley News, there have been no expressions of interest, therefore the Trustees remain as per the AGM in May 2022. Page 11 **attached as appendix 3/200722, page 136**.

6. Bookings Report – SCD

a) Sarah Allan – summer holiday booking of good sports – wants to use school grounds – problem with replacement school roof – the grounds will be closed to the public. Therefore, Sarah has moved the booking to Whitley Chapel.

b) SD reported that weekday bookings between 10 a.m. – 2 p.m. were needed – walking clubs, cycling clubs and car clubs could be targeted.

c) DT said that an Open Weekend should be organised to showcase the Hall once the new extension was completed.

7. Emergency Welfare Hub (also known as Emergency Rest Centres)

a) Solar Power and Battery Storage: It appears that Sarah Martin, the planning officer is unsure if in-roof (inserted into the roof timbers rather than fixed onto the roof tiles) solar panels come under permitted development or not. Everyone thinks they do, but until the planning department give the go-ahead we are playing a waiting game.

Email 6/7/22 requesting permission to proceed with panels; After months of research DT was able to get firm prices and availability for PV roof inserts to produce renewable power. The purchase of these to avoid paying twice for roof covering on the new extension was quickly request by email on July 6th. The battery storage unit will require more fundraising under the “green energy” grants. Queries raised by IS & CM and answered by DT.

Background: Meetings to discuss with builder 15/6/22 & 22/6/22 (minuted by KD); (2.15 investigate potential for incorporating photovoltaic panels. JR cautioned on the lead in times for specialist materials and components.)

13 18/5/22; 7 16/3/22; ZOOM meeting 16/2/22; link email 17/2/22; 7 19/1/22 & 16c when DT advised that lots of things are bubbling up in the next twelve months that would need actions, the committee needed to be alert: 14 17/11/21.

8. Phase Two of Centenary Improvements

a) Work commenced on Monday June 6th thereafter progress meetings every 14 days (Minimum)

b) Site meeting No 1 15/6/22: Request from builder 16/6/22 did we want an open roof or flat ceiling. Cost £9,349 + vat extra for open so flat ceiling was agreed.

Site meeting No 2 29/6/22: Request for final design of door and floor. RD suggested a meeting at flooring distributor to agree flooring – R&K D visited Floors & Doors at Blaydon, Saturday July 9th and brough

samples back for the meeting with Ryton Construction on 13/7/22. Since agreeing the sample an email 18/7/22 saying an increase to £3,627 + Vat for the floor. There was concern about oak floors “moving” by some members of the committee and thought beech or maple were better alternatives.

Site meeting No 3 13/7/22: also present was Malcolm Archer (H.E. servicing Ltd (solar Panels and battery storage). Malcolm was able to explain how we would use the power from the panels before we had battery storage facility. Needs answer on internal Door design and Render colour – left colour charts.

Site meeting No 4 arranged for 27/7/22 at 1 p.m.

MR reported that all the WI tea bags have been used and IS reported that the kitchen hot water boiler is often left on when the builders leave. Kevin Doonan is the project manager PW to report this to him.

The committee also thought that an outside electric point on the new room should also be included.

9. Caretakers Report – ICS (attached as appendix 4/200722), page 137.

IS and his wife are having a trial this weekend of placing fabric / carpet over the sections of the ceiling to see if this improves the acoustics – the user groups need to be asked if they notice any difference. – **Who is using the hall and who is asking?**

10. Building maintenance

a) The roof tiles on northern section of the old toilets were replaced by Martin Kennedy during June and his invoice paid. IS asked about the replacement SOFFIT – who is replacing?

b) Cost of drapes for new room requested by RD would any user group like to take on this fundraising? DT explained that once the building is completed there is a lot of expenditure with a mobile bar, internal fittings and fabrics.

11. Fundraising Phase Two (attached as appendix 5/200722, page 138.)

a) PW explained the continual fundraising since 2017 and the request to each user group to hold an event to raise funds for the Hall. Is this something we need to start again? Afternoon teas on a Sunday? PW asked the Trustees for their ideas about what they could do, what would interest their friends and family?

Some members felt that using the Hall before the new room was completed would be difficult but when looking at the shortfall in hire charges as explained by DT in agenda 5b and the need for funds to cover internal fixtures and fittings in the new room as explained in agenda item 10b, fundraising income was an urgent need. CM asked about the SCH 200 Club and why it was not advertised more? PW asked where people were likely to see the information and want to take part. It was suggested that a push to promote the SCH 200 should be made in the September issue of Slaley Notes. The Trustees present will look to providing the following events in the coming months.

MR a flower arranging event with John Dalton

CM Willow Weaving

SD Life Drawing

DT Photograph from her time in Africa

PW a local history display

IS Race night

It was agreed that PW make a request to the remaining four trustees to think of a fundraising activity by their group.

12. Village Hall Heritage Project & celebration of 100 years

a) Denis Lumley will begin again in Autumn. After discussion it appears that some members of the management committee thought this had been cancelled and the reserved date of Friday November 25th had been reallocated to a different event. MR confirmed that RD was still collecting WI photographs to be shown on the back wall at this event.

b) A different idea tabled was ‘A week at the Hall’ with several events taking place – who and what still under discussion.

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

See agenda item 7 above with solar power and battery storage.

14. Hallmark Accreditation

Details received from Louise Currie who is trying to catch up after two years of COVID. New from April 2022 is an Environmental & Energy Audit. Hallmark 1, Hallmark 2 and Environmental & Energy Audit are all downloaded

15. Any other business

a) Ann & David Wright (long time booking clerk, key holder and supporters of SCH) have suffered a close family bereavement. A card has been sent from SCH management committee.

b) IS asked why Mr. Elphick who resigned in July was still getting copies of emails. PW explained that Mr. Elphick was still interested in the work of the committee and has offered to help where possible. After discussion it was felt incorrect that 'internal mail for trustees' was circulated outside of the management committee. Agendas and minutes were available for everyone on the web site.

c) IS asked what response Fire and Dough had given when RD asked if they would consider changing their evening monthly slot at Slaley? There was no update.

16. Maintenance Log Book –

This was completed as far as possible. There are some alterations to the toilet sanitiser on page 5.

17. Date of 2022 meetings: September 21st; November 16th 2022

There being no further business the meeting ended at 9.30 p.m. and IS showed the ladies of the committee the correct way to carry chairs on the chair carrier without making black rubber marks on the floor!