

Slaley Commemoration Hall Management Committee

Minutes of the Meeting of Slaley Commemoration Hall Management Committee on
Wednesday July 21st 2021 in Slaley Commemoration Hall at 7.30 p.m.

1.Members & apologies - Rosaleen Doonan, Carol Ferguson, Margaret Rowell, Ian Stevens, Debra Taylor & Pat Wilson.

Apologies: Catherine Lincoln, Stella Douglas, Michael Elphick, Helen Savage & Janeen Smith,

2. Minutes of meeting held on Wednesday May 19th 2021, attached as pages 79 - 81 with appendix 1, page 82, appendix 2, page 83 & appendix 3, page 84. The minutes were proposed as a true record by Debra Taylor and seconded by Carol Ferguson, the minutes were then signed and dated by the Chairman.

3.Matters arising.

a) 9b 19/5/21: **Lantern:** work recently completed by Hodgson. Scaffolding still in place – Kevin Doonan will inspect before scaffolding is taken down. The Chairman refused permission to allow members of the Committee to go onto the scaffolding for a closer look.

b) 9c 19/5/21: **Paintings:** Currently at the Laing Art Gallery, Newcastle. On first inspection of Mr. Hunting it was discovered the original had been folded to fit the present frame and the name of the artist was also discovered – Charles Ernest Butler – DT is going to the Laing to see the whole portrait – Agree it would be too expensive to look at reframing/glazing to show the whole portrait. Laing are looking at creating a virtual image of all the bits together for us. Miss Elisabeth Mason reported on page 101 that *“In 1957 the portraits of Mr. & Mrs. Hunting were accepted. These hang in the hall”*. Meanwhile on page 58, Slaley Commemoration Hall, The First Eight Decades: The Minute Book of July 1957 records *“The Secretary is requested to write to Mr. Hunting and thank him for the gift of the portraits”*. The portraits are to be refolded and returned to the frames in which they left Slaley. With regard to transport costs DT had heard from David Allsop and the application would be considered at the next meeting of Slaley Community Trust.

c) 8(vi) 19/5/21: Ian Stevens fitted new door handles to the rehung doors in The Den.

d) Postscript 2 19/5/21: Ian Stevens request for an extension lead – it was confirmed by Reg Urwin that both were missing, therefore Katie Stevens was given permission to purchase an extension lead alongside the other items.

e) Metre readings 13 19/5/21:

September 2020	May 2021
19/9/2020 Gas 19931 – 333	19/5/21 Gas 22142 - 50
19/9/2020 Electricity 6514	19/5/21 Electricity 7130
Electricity 12739	19/5/21 Electricity 13289

RD, DT, SD & PW looked at the weekly reports from the caretaker since September 2020. Unfortunately, metre readings were not requested. SD was able to print off the Shell Energy readings from the Hall's smart metre

1 – 31 January 2021 = £262.60

1 – 28 February 2021 = £210.58

1 – 31 March 2021 = £116.95

1 – 30 April 2021 = £88.89

This shows how much gas is used when the building is closed. DT to investigate this further with SD

4.Correspondence

19/5/21: Sue Bell of Fourstones emailed RD explaining a new tableware hire business – forwarded to ME & SD for inclusion in the Slaley Business Directory

1/6/21: WNCBC AGM 10/6/21 at 7 p.m. on ZOOM – Carol Ferguson attended - Report by CF?

15/6/21: WNCBC Extension to COVID restrictions + Spring/Summer Newsletter = 21 pages SCH pages 8/9 and PAT testing pages 15-17.

16/6/21: WNCBC Bulletin Guidance for Weddings, Civil Partnerships, Funerals Wakes & Commemorations.

16/7/21: CAN - ACRE briefing for village halls

12/7/21: Keith Robson 2022 is the 190th anniversary of Hadrian's Wall – On the Move Theatre- touring show called "Gone to the Wall" a comical version of how Emperor Hadrian came about building the wall. It was agreed to book a performance of this in Spring 2022

5. Financial Report by Stella Douglas

a) It was agreed to retain the NCC grant funding for a minimum of two years.

b) An idea of general income and expenditure was requested especially with the ongoing payments for gas. The Clerk had an excel printout and was able to report on some of the income and expenditure. CF asked about Exercise to Music payments

6. Bookings Report

a) Phil Harley from the Rights of Way volunteer surveyors asked if they could use the Hall Car Park on Sunday June 25th while they checked routes. Nothing on so SD said yes. Cancelled of heavy rain.

b) Good Sports Summer Sports Camps – Sarah Allan August 2 – 5th

c) Badminton cancelled during July and August (Slaley News)

d) Slaley Leek Club Flower & Vegetable Show - Saturday 11/9/21

7. Reports from: Grants sub-committee

26/5/21: Email from DT £10,000 grant from Garfield Weston Foundation.

June £928 from Groundforce (Tesco)

5/7/21: Email from DT £10,000 grant from Community Fund National Lottery Awards for All

12/7/21: Email from SD £1,500 grant from W.G. Edwards Charitable Foundation

Request for £25,000 shortfall through Slaley News July/August issue. Parish card drop DT reported that the wording was being discussed. When ready the card drop will be distributed by hand.

RD discussed the £20,000 loan from ACRE no penalties if not used and returned.

IS suggested a request for financial assistance was made to the Community Shop Board

8. Caretakers Report circulated by email and **attached as appendix 1/210721, page 88.**

The recommendation that the bollards in the car park were repointed was noted.

9. Building maintenance

a) David Stanley Blinds visited Hall 28/6/21 with samples for 2 motorised blinds for the high east windows. The group attending chose Baltimore Grey costing £412.00 (including Vat) – these have been ordered. Samples for curtains had also been considered but would be left for now.

b) A larger clock has been offered to the Hall, this was accepted.

10. Fundraising Phase Two (attached as appendix 2/210721) page 89

a) Artisan Indoor Market

Stallholders, staffing, the tables, chairs, floats & timetable were all discussed. RD had lots of A5 handouts and these were distributed amongst the trustees for parish distribution.

b) MR asked why the winners of SCH were kept secret and suggested that they should be automatically reported in Slaley News. PW said each draw was filmed and can be watched on the village hall section of the Slaley web page. There had been intermittent mention of winners in Slaley notes (Courant) and Slaley News.

11. 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

It was agreed to leave these until the September meeting.

12. Hire charges last updated January 2020

It was proposed that during the six-weeks summer holiday any interest in booking for The Den or for family sport was flexible left to the discretion of the Treasurer. DT suggested £5 for a morning or afternoon session in The Den for single occupancy as an office when no heating was needed. This was accepted.

13. Northumberland Village Hall Heritage Project

Email from Julia Plinston 19/7/21 offering 30 village halls over two years the ability to preserve, record and share the rich heritage of Northumberland's Village halls – 15 each year with a grant of £300 per hall. Offering training to research local history, create a book, mount an exhibition etc. PW outlined the event she planned to produce with Denis Lumley celebrating the 100 years of Slaley village hall – it did not fit exactly the suggestions made by the heritage project because what they were asking for has already been achieved.

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

The Ziffit scheme of recycling books, CDs and electronic games was exceptionally well supported at World Environment Day on June 5th. Although the checking took several hours the Hall was given approximately £115 and £25 to Music Magpie, with the remainder were collected by the BHF. DT suggested that this recycling scheme was worth doing again under a controlled event because a lot of work is then needed in the scanning, recording, boxing and despatching or collection. The Hall does not have the space for bags and boxes of Books, CDs etc lying around. Refreshments served that day amounted to £11 in cash and £40.26 by card this will be split 50/50 between the Hall and CEG who organised the event. RD pointed out that until grants for GREEN improvements become available the Hall does not have surplus funding to make changes.

15. Any other business

- a) The Hall was given an almost new BOSH Food processor with liquidiser, soup makers & juicer. Placed in the cupboard to the left of the Cooker. The doner was thanked by letter.
- b) A freestanding boiler was purchased to enable refreshments to be served from the Den costing £63

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

Downpipe broken at west end showing rusting signs – to discuss with Caretaker

East concrete path cracks KD is aware and is monitoring.

Front (south) guttering 3 joints showing signs of rust the 1st (west) has now cracked – to discuss with Caretaker

Front wall (west section where former door has been turned into Kitchen window) pointing needed where surround meets wall – RD to inform KD.

Main door into building sticking at bottom – Caretaker to take action.

Gas metre reading was the same as May reading – no gas used – will compare with the metre reading account.

17. Date of next meeting: Wednesday September 15th 2021

There being no further business the meeting ended at 9.07p.m.