

Slaley Commemoration Hall Management Committee

Minutes of Slaley Commemoration Hall Management Committee
Wednesday March 20th 2019 at 7.00 p.m.

1.Members present Rosaleen Doonan, Michael Elphick, Brenda Hutchinson, Bobby Johnston. Marge Rastall, Margaret Rowell, Helen Savage, Margaret Weatherley & Pat Wilson.

Apologies: Debra Taylor & Ann Wright.

Guests: Louise Currie from Community Action Northumberland (CAN) & Sue Vaughan.

2.Minutes of the meeting held on Wednesday January 16th, the Special Meeting to report Feedback from the Open Weekend on January 30th and the Funding meeting with Sue Vaughan and Louise Currie on February 4th. Proposed as a true record by Michael Elphick, seconded by Rosaleen Doonan (the only two people who were present at all three meetings). The minutes were signed and dated.

3.Matters arising

a) Jan 30th: 2c Evening Badminton has begun.

b) Jan 30th: 2d Parent Toddler email sent to Singing Babies – no reply. Members of Messy Church are showing interest in forming a new group in the Commemoration Hall.

c) Jan 30th: 2i Whist - new group up and running with monthly sessions.

d) Jan 30th: 2k Ballroom Dancing. HS asked her contact if they would consider Slaley – they declined.

e) Jan 30th: 2k Sunday Afternoon Teas- idea circulated - some groups not interested in taking part, others were. February tea (History Group) made £175.00. Debra Taylor is organising March 31st.

f) Jan 30th: 7 Hall have a presence on Slaley Show field – Show happy with our proposals asking what size gazebo/marquee we would like. Samples from ebay/web tabled. Men needed to erect on field. 3mx3m Party tent £36.99; 3mx6m marquee £57.99; 3mx4m blue awning £54.99; 3mx6m £72.88; 3mx9m blue £87.99. RD thinks her family has a marquee checking its size and availability.

g) Feb 4th: Sue Vaughan said we need to give quotes from public in Grant applications: Healey Parish Council - Healey Parish Councillors supported the 2018 extension and moving the toilets to the south. They were aware from membership in other organisations that not everyone supports this change. Cllr P. Cain asked about toilet drains and if they would be renewed – he had personal experience of the drains at a private function - he felt that the toilets let the Hall down. It was suggested that the 2018 plans are a better use of the Hall and whilst more expensive they are a better percentage of use than the less percentage costs of having the toilets refurbished at the north.

h) Feb 4th: Sue Vaughan said we need to update our Business Plan to include our Action Plan – trial Action Plan for February and March tabled. RD reported that Sandra Innis is prepared to update the BP.

i) Feb 4th: Grants – we need to Boast about our Hallmark – shows Good Management. Email sent out February 7th about the missing items from Hallmark 2 – have we got an inventory of equipment? If yes where? The kitchen inventory was included in the kitchen brochure put together by DT and Margaret R. PW tabled a full building inventory to be checked at next meeting. MR reported a large table missing and RD reported missing jugs. DT has purchased 12 beakers and 6 three-tier cake stands. LC informed the meeting that Hallmark 1 will need to be renewed before Hallmark 2 can be achieved. LC also informed the meeting that the AGM agenda needed to be amended from the normal: - an independent examiner of the accounts needed to be appointed at the AGM meeting and the members of the management committee elected but not the officers. There must be 14 days-notice for the AGM all members hold office for one year and then stand down, they can be re-elected. We should send an invitation through the Slaley News and physically invite new people to attend. Two new members can be co-opted who currently do not represent a user group. At the meeting following the AGM the officers are elected.

4. Correspondence

- a) 28/2/19: CAN Northumberland Village Halls Heritage Project – your views wanted. RD & PW signed up at Stannington on 23/1/19. Marge R has spoken to the school and they intend to incorporate into their Autumn history lessons. Consortium have a meeting to discuss June 20th.
- b) 11/3/19: Ageing Well Stepping into Spring. Wentworth Leisure Centre Friday 12/4/19 10 a.m. – 1 p.m. Asked Carol Ferguson if she wanted a stall – she is not available. ME reported that Slaley Film Club is advertised in Sealegate Doctors Surgery in Hexham.

5. Financial Report by Margaret Weatherley

- a) General Payments made since last meeting £1,189.51
- b) General Income since last meeting £789.00
- c) Gift Aid information is now available for people donating money
- d) MW has undertaken the necessary paperwork to avoid any rates for the Hall.

6. Bookings Report

Extra groups - Evening Badminton & Whist .
May 2nd the Hall is being used for Polling Day.

7. Wedding/Party Plan

PW showed Lizzie Knowles & Nick who are getting married February 22nd 2020 around the Hall at 13.30 today – looking for a venue for their wedding reception.

8a Appointment of neutral chair for the following item only

RD announced that because of her husband's FOC involvement as architect for the Hall's improvement plans from 2007 – 2019 she felt she must declare an interest and therefore proposed that Helen Savage chair the following item. This was agreed.

8b Renovation Project: – to decide scope and strategy

A handout detailing Plan A, Plan B or No Action was circulated for discussion. HS talked the meeting through the pros and cons of each Plan. There were a number of concerns raised about Plan A including health and safety implications of moving a meeting room further from the kitchen, toilet windows facing the road and the lack of a bar. Flexible space & small servery in the new room were tabled to address the cosmetic concerns. Safeguarding children or vulnerable adults was the main reason for moving the toilets. Parents or carers must legally accompany young or vulnerable to the toilet. HS said that a number of solutions were open to the window glass problem including one-way glass. PW tabled examples of high-quality portable bars. RD suggested that water could be brought through to the new committee room to enable a kettle to be boiled and limited washing up to take place in situ.

LC reminded the trustees that they had a duty of care to the people who used the Hall. Support for Plan A from both Parish Councils and the County Councillor was tabled. Plan A also has the support of NCC with planning permission and the support of the architect who was also prepared to manage the project – all of which would have to be sought for Plan B. BH asked why the committee was considering Plan B if Plan A was already agreed. RD replied that several committee members had voiced their disapproval of Plan A and in the interests of fairness had decided to give the objectors their voice. It was agreed that as responsible trustees we could no longer carry on with a repair regime alone to the hall as it is now. No action is not an option.

HS then explained that before we can apply for grants, funders must be certain that the management committee have agreed the extent of the work which is needed and asked for a show of hands.

ME expressed strong support for Plan A. He said that it was an excellent plan, worthy of Slaley and fully deserved the committee's support.

Plan A - there were 5 votes + 2 postal votes from the members unable to be present.

Plan B- there was 1 vote

Abstentions there were 2

HS thanked everyone and said in her opinion the correct decision had been made we were entering a very exciting time. HS asked for permission for a small focused group specifically for funding applications be formed probably calling on expert help outside of the management committee. Marge Rastall seconded this proposal. LC & SV both volunteered their help with funding applications they suggested bite size chunks from different funders and both made comment upon the fact that funders like to have personal contact with the organisations who are requesting money.

RD said she thought a Drop-In session for the public to view the plans would be a good idea, probably a Saturday between 1 – 5 p.m. – no date was agreed.

9. Building maintenance / Commemoration Hall notice board

Using the notice board at Parks Side for Commemoration Hall events seems to be working. It was decided to look once again at notice board costs.

Margaret R reported that the caretakers mops are stinking – ready for replacements. MW to action.

RD reported paint flaking off the main Hall door and that Doug Smith was prepared to look at it.

10. GoFundMe account update from DT

£7, + (S/don £5,000; H/ing £2,000; Open W/end £50, Film C/b £100 +) MW reported that the funds in the account will be forwarded to her within 90 days.

Margaret R asked about the GoFundMe account.

11. Fundraising for Hall Improvements from October 2017

October 13 th 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 50/50	£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
Saturday/Sunday 19 th /20 th January	Open Weekend	£925.84	£4,475.38
	£50.00 from Open Weekend paid into Go Fund Me account	- £50.00	£4,425.38
	IOU from 19/1/19 paid with MM money	£005.00	£4,430.38
Saturday February 23 rd	David Nixon 's Murder Mystery	£632.50	£5,062.88
Sunday February 24 th	Afternoon tea – history group	£175.00	£5,237.88
Saturday March 9 th	Helen Savage -wine tasting	£490.00	£5,727.88
Sunday March 10 th	Table Top Sale Marg R	£366.45	£6,094.33
Sunday March 31 st	Mothers Day Afternoon tea Debra Taylor.....		
Saturday June 8 th	Progressive Supperled by Celia Bridges		

Fundraising ideas for 2019 + many suggested during Open Weekend (recorded in purple) -

RD suggested an Easter Day Afternoon Tea

RD also suggested a JAZZ evening – first enquiry the charge was £400 – looking into alternatives.

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

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.

Marg R & daughter to organise an early Christmas Shopping event.

November 2019? - Bobby Johnston slide show part two of his many photographs.

January 2020 second Storytelling event - PW - (made up stories?)

Parish Wander (first in June 2016) - (second 5 years - Summer 2021?)

Good Second-Hand Clothing Sale

led by Doreen Hall Pat meeting 21/3/19

Football matched mixed teams in fancy dress

suggested by Liz Courage

Karaoke especially for young people

suggested by Marion Oxley

Flower arranging

Ann Holmes – BH & Margaret R

suggested John Dalton from Cumbria – very well-known.

Comedy ladies

Ann Holmes

Ballroom Dancing/Latin American/Sequence

Richard Ferguson –strictly beginners of

Stannington need at least 20 couples participating Sunday afternoon or Friday evening. HS reported that the person wanting to host at Whittonstall, was not interested in Slaley.

Knit, Wine and Chat

Rosaleen Doonan

Weekly health and Safety/First Aid

Carole Ferguson

Garden Club

Mark Snowdon

Night Time Badminton (1st, 2nd & 3rd Mondays)

Marge Rastall

Taking Better Photographs

Richard Ferguson

Tea Dance

Jackie Green

Clay Pigeon Shoot (All Out Adventures)

Richard Ferguson

Saturday morning Coffee

Ann Holmes (decided NO in January)

Afternoon teas (last Sunday in month)

Ann Holmes History Group started in

February 2019.

PW also tabled two NEW ideas from very successful fund-raising in Wales

Fake wedding – guest dress up and pay for food – tables give a wedding gift which is auctioned.

Treasure Hunt with outdoor Food.

DT had reported she had been given bottles of ‘Slaley’ wine from Capetown for raffle prizes she was looking into 1000 official raffle tickets being printed for these bottles – probably drawn in September after a huge effort on the Show Field.

12. Any other business

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. Outdoor checks were not made.

Marge noticed that two of the Fire Extinguishers were due to be serviced – MW to contact the fire Officer.

14. Date of next meeting: Wednesday May 15th AGM, followed by a short meeting to elect officers, followed by the normal meeting when the Inventory will be checked.