

Slaley Commemoration Hall Management Committee

Minutes of the Meeting of Slaley Commemoration Hall Management Committee on
Wednesday May 19th 2021 after the meeting to elect the officers

1.Members & apologies- Rosaleen Doonan, Debra Taylor, Stella Douglas, Michael Elphick, Carol Ferguson, Janeen Smith, Margaret Rowell, Catherine Lincoln & Pat Wilson.

Apologies: Ian Stevens & Helen Savage.

2. Minutes of meeting held on Wednesday March 17th 2020, attached as pages 69 - 71 with appendix 1, page 72.
The minutes were proposed as a true record by Stella Douglas and seconded by Carol Ferguson, the minutes were then signed and dated by the Chairman.

3.Matters arising.

a) 4i 17/3/21: Retirement of Dorothy & Reg Urwin as Hall caretakers. Position advertised and filled by Katie Stevens assisted by husband Ian. Retirement presentation at the Hall 11a.m. on Friday April 27th when a special card was presented – everyone invited by email 26/4/21.

b) 8c 17/3/21: RD spoken with Stuart Bell who has agreed to repoint the ramp on the south wall.

4.Correspondence

31/3/21: Email from Sarah Hallberg WNCBC: ACRE's latest on May 2021 reopening + Risk Assessment

1/4/21: Email from Sarah Hallberg WNCBC: Important changes to regulations re provision of weddings.

8/4/21: Louise Currie WNCBC: Contract & employment details + grant bodies.

15/4/21 Email from Sarah Hallberg WNCBC: ACRE's interpretation of latest reopening

27/4/21: Email from Sarah Hallberg WNCBC: ACRE's interpretation of latest reopening Version 10

10/5/21: Email Sarah Hallberg WNCBC Bulletin: Nat Lot Fund & CAN's Reaching Communities

12/5/21: Email Sarah Hallberg WNCBC Formal Notice WNCBC AGM online 10/6/21

5.Financial Report by Stella Douglas

a) As discussed at AGM. It was agreed that the 10% of income (as per the Reserves Policy) would not be implemented during 2020/21 and 2021/2022. Grants coming in for the refurbishment of Phases One and Two are giving a very high annual income.

6.Bookings Report

a) Woolly Wanderers are booked in. Slaley PC & W.I. possibly June. Badminton, Film Club, Exercise to Music, Healey PC all looking at a September start. Summer Sports Club PW to contact Sarah Allen. SD said there was a calendar on the web site showing bookings and availability

Postscript 1: Mattieu who has been using the Hall kitchen on a Friday since February 12th to provide French take-away food. Changed his day to a Wednesday takeaway from May 5th and has since reported that once the restrictions are lifted to allow restaurants to reopen the Hall kitchen **may** no longer be required by him. (January 20th 2021 minutes agenda item 5b and 11 refer)

b) ME met with Reed Ingram who is streaming the Dan Jackson talk on Thursday June 10th at 7.30 p.m. This is part of the Hexham Book Festival Programme. Because there will still be restrictions in place only 25 people will be allowed in the Hall. ME asked about refreshments but after discussion it was decided that people should bring their own refreshments to keep social distancing in place. ME to advertise in Slaley News.

7. Reports from:

a) Grants sub-committee: Debra superseded the agenda headings with a two-page document called Phase 2 – the final Count Down – circulated by email 14/5/21. **and attached as appendix 1/190521.page 82.** Rosaleen showed new plans showing the new extension being reduced by 1 metre – original was 6.8 x 4.6 metres.

Instead of breaking through the main wall the new plans showed access via the emergency door on the east. The roof lights would be lost and the south overhand with seating could also be removed. This would reduce the cost to a more manageable amount and a £20,000 loan is available from ACRE to be repaid over a span of up to 8 years. **The committee agreed that this loan should be applied for now** – then it was available if and when needed.

b) Grant of £4,000 has been awarded from Barley Hill Endowment Fund – thanks to Healey PC (Janeen)

8. Building maintenance

A(i) Broken roof tiles discovered - RD told that children play on the roof – Parents asked via Slaley News and Slaley notes to ask all children to keep off the roof apart from the cost of replacing the tiles there is a danger. Martin Kennedy from Wooley asked to repair broken roof slates. Done and charged £80.

Unfortunately, he reported that all the north section of the old toilet block roof slates are mush and need replacing - asked to give a quote. Quote received £1,170.00 to replace with second hand welsh slates. RD reported two young boys playing behind the Hall when she came down to the Hall. It was agreed that Mrs Brett, headteacher of Slaley School, be asked to mention to all the children and explain the dangers but also if they are found on the roof, then their parent will be asked to pay for the damage done to the slates.

(ii) Moodys carried out boiler service 21/4/21.

(iii) 23/4/21: RD spoken to Stuart Bell who will do the pointing on the ramp – hopefully this will help the dampness on the inner foyer wall.

(iv) Builder been to Hall 27/4/21 and freed the door into the storage area (old gents toilet block. Dampness on walls, need to empty and finish painting.

(v) Piano key sticking – Rosaleen to contact Jonathan ? the piano tuner.

(vi) David Stokoe been today and rehung the doors in the Den. Ian Stevens be asked to fit new door handles.

(vii) Pat testing was questioned - when was it last done? – Stella to check with WNCBC.

9. Fundraising Phase Two (attached as appendix 2/190521, page 83)

a) updated fundraising discussed. Ian Stevens suggested be email 'buy a brick'; Shop Board donation or crowd funding.

b) **Lantern:** K. Doonan wrote a new work programme and sent out for 4 quotes. Hodgson Sayer was the lowest quote at £6,201.20 Committee agreed to ask Hodgson Sayer be asked to undertake the work as soon as possible.

c) **Paintings:** Awarded £4,256 (1/4/21) grant from the Community Foundation. Midnight Express at Allensford collected the paintings on May 18th to transport the paintings for refurbishment at the Laing Art Gallery, Newcastle. DT had asked Slaley Community Trust if they would cover the costs of transportation – to-date there has been no reply from the CT.

d) **Artisan Indoor Market** idea first emailed to the full committee March 25th, discussed with members of the committee, the public, Louise Currie at CAN who recommended writing a Risk Assessment, Slaley Parish Council, Slaley, Healey & Hexhamshire Environmental Group, several possible trade stands, then by a further email to the full committee on April 26th. The date of Wednesday July 28th from 2 p.m. – 6.30 p.m. has been agreed for a one-off market to gauge interest. An Update on the various stall holders was provided at the meeting.

Slaley Parish Council requested a Business Plan – this is attached together with the Risk Assessment circulated by email 13/5/21 **and attached as appendix 3/190521, page 84**. A new page has been added to the BP looking at the Hall committee serving refreshments from the Den on the west grass area. This would include the purchase of a free-standing water boiler. Several designs had been looked at and a model from Screwfix was considered good value. PW to order. Debra said how important the marketing of this event would be, Catherine volunteered to market via her Facebook page.

10. Northumberland Village Hall Heritage Project

Originally this was discussed in January 2019, and again in July 2019 minutes when Marge Rastall had spoken to Slaley School. A meeting between Julia Plinston and Mrs Julie Stevenson to do something in spring of 2020. Then COVID stuck and the Project was postponed. PW spoken to Slaley School and Julia Plinston 4/5/21. The school has no plans to include this project in 2021 - the pupils need to catch up. Julia meanwhile told PW that each village Hall will receive about £300 each for the 30 village halls taking part in the project 30 x £300 = £9,000 PW asked what was happening to the remaining £75,600 from the grant and Julia said it was going to the Northumberland Archives. PW outlined her idea for the Heritage Project and that we already had a local director/producer in Denis Lumley who was

willing to co-ordinate. ICS had also said he was willing to be the aging male who informed the audience of the decade of the Hall's heritage about to be presented.

PW has also spoken with artist SD about the several backdrops and painted props which shall be needed.

The event needs to be recorded so that it can be shown alongside *Slaley Commemoration Hall - The First Eight Decades*. Attached a first draft of how the event will pan out.

Catherine felt that with Denis in charge we were sure to get people through the door to see the final performance

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

The Ziffit scheme of recycling books, CDs and electronic games - how to collect explained by DT. The Community Environment group were very supportive when asked if there was interest because donations would need to be looked through – keep some for SCH lending library, then pack up some for the Ziffit scheme. PT & CF volunteered to help with this at the CEG meeting. It was agreed to begin the collection at The World Environment Day on Saturday June 5th. PW volunteered to act as receiver. Cardboard boxes needed for packing.

On Saturday June 5th World Environment Day CEG is organising an event for people to look at electric cars and electric bicycles, (electric lawnmowers / electric BBQs etc) between 4 – 5 p.m. Debra asked if the Hall car park could be used? This was agreed by the committee. Debra was asked if she get hold of an electric scooter similar to those used in Newcastle city – she thought she would be able to. Should the Hall committee serve refreshments at the gathering? – it was decided that we should probably try to serve outside if it was a nice evening. Because it had been agreed that this was an opportunity to collect books, CDs etc for the Zeffit recycling scheme. Stella will promote the event on line and through the Notes – Catherine meanwhile volunteered the Facebook page. Probably should have some leaflets detailing the recycling facilities at the Shedquarters if our Logo gets through in time.

12. Any other business None.

13. Maintenance Log Book – The Maintenance Log has been reworded now that Phase One building work is completed. The sheets were completed, the concrete to the east seems to be cracking deeper. Concern over the metre readings a big jump from September 2020 when last read - Check caretaker sheets while Hall closed. Emergency door at the Den difficult to close. Old film club equipment could be sold (see page 8).

14. Date of next meeting: Wednesday July 21st 2021

Postscript 2: Report from the Caretaker missed the Secretary off the email circulation and subsequently the contents of the report were not discussed at the above meeting. The Caretaker was seen at the Hall on Thursday May 20th and it was agreed to purchase a new mop and bucket, feather duster, door handles for the replaced doors in the Den and being an emergency key holder when Catherine moves until such time as we ask someone living locally. We had two extension leads in the committee room before Phase One work - **have they disappeared or are they safely stored somewhere?** If any of you placed them somewhere when we did the deep clean and put the Hall back together can you let me know where please, otherwise we give Ian the go ahead to purchase a new extension lead. Pat Wilson

Postscript 3: A chap from NCC arrived at my house to collect the Litter Pick gloves, tabbards, and grabbers, he recognised me as the person who had let him into the hall to leave the clear acrylic screens and sanitising goods for the elections of May 6th. "Do you want them back"? I asked "we could use them for certain events while the lockdown continues". "No, I have to collect and throw them out - if you have a use for them, you can keep them", he replied. *Not sure what has happened to them – did they get put away with the voting booths? but we could use them between groups of people sitting to allow more people into a smaller space.* Pat Wilson