

Slaley Commemoration Hall Management Committee

Minutes of Slaley Commemoration Hall Management Committee on Wednesday November 17th 2021 in Slaley Commemoration Hall at 7.30 p.m.

1.Members & apologies: Rosaleen Doonan, Stella Douglas, Michael Elphick, Carol Ferguson, Janeen Smith, Debra Taylor & Pat Wilson.

Apologies: Catherine Lincoln, Margaret Rowell, Helen Savage & Ian Stevens,

2. Minutes of meeting held on Wednesday September 15th 2021, attached as pages 90 - 93 with appendix 1, page 94, appendix 2, page 95 & appendix 3, page 96. The minutes were proposed as a true record by Stella Douglas and seconded by Janeen Smith, the minutes were then signed and dated by the Chairman.

3.Matters arising.

a) 3b 15/9/21; 3b 21/7/21; 9c 19/5/21: **Paintings:** Currently at the Laing Art Gallery, Newcastle. DT to arrange for collection and return to SCH.

4.Correspondence

3/10/21: Email from a Christening booking alerting the Booking Clerk that the heating was playing up. After several attempts when the boiler worked and did not work the builder was contacted because the boiler was under warranty. The builder paid three visits before he identified the problem as the Condenser being faulty. A new Condenser was ordered (29/10/21), fitted and the heating is now working again.

The same complaint mentioned the Kitchen hot water boiler – after checking this was found to need 30 minutes to reach boiling point.

22/10/21 Sarah Hallberg WNCBC Membership Renewal form – remain at £35 - Paid

22/10/21: Update from Chairman.

28/10/21: Sarah Hallberg WNCBC Bulletin Making music Ventilation how can it help manage the risk of COVID transmission (online event) registration 11.59 p.m. Thursday 18 November. RD suggested that events should be encouraged to have the central vent working.

1/11/21: Sarah Hallberg WNCBC ACRE Network Celebration – 100 Years of Support for Village Halls

5.Financial Report – SCD Report attached as appendix 1/171121, Page 101.

a) Email 25/10/21 re insurance £979.99 due 28/11/21 - up from £941.29 last year. Indications are that the second room when built will not substantially increase the insurance.

b) Gas consumption DT had a graph showing events when the heating was left on overnight. Signs now on wall with a reminder to return heating to 8 degrees.

c) Second Artisan Market with the stallholders paying £10 each for the pitch, refreshments, selling the bread ourselves (thanks to Joan Jewitt & Lynda Sale for stepping in to run this stall) and the Hall having the charity stall which included Christmas cards and gift bags donated from Slaley Community Shop. £420.86 was raised.

6.Bookings Report - SCD

a) Fire & Dough Pizza Van visit the Hall on the **fourth** Wednesday of every month from 5 p.m.

b) The Bay Trees Burger Van is asking if they can also have a monthly slot. They are attending the Cribs Exhibition on the Saturday so we will see how popular they are. RD expressed concern about having a Food van when the R&C was open. Wednesdays were good because the village pub was closed. Possibly second Wednesday of the month if they could vacate the car park before the WI arrived. SD & PW to discuss with them.

c) REMINDER BOUNCY CASTLE – at private parties Stella needs to see Insurance Policy and Risk Assessment of provider before event – this is emailed to SCH insurance company.

d) First Aid Course, Thursday April 7th 9 – 4. Slaley PC is underwriting the event.

7. Reports from: Grants sub-committee – DJT

23/9/21: W.A. Handley Charity Trust £3,000

23/9/21: Castle & Coasts housing Association £600

29/9/21: Slaley Community Shop £5,000 - SCS thanked by RD

29/9/21: County Councillor Small Schemes grant of £4,000

7/10/21: The 1989 Willan Charitable Trust - £10,000

11/10.21: Greggs shares boosted funds by £1,637.98 – donor thanked by DJT

Healey PC - JS confirmed that the BHEF had award SCH another £3,000.

Loan from ACRE at (possibly 3% Interest tbc on T&Cs) over 8 years.

8. Phase Two of Centenary Improvements

a) Ryton Construction have been awarded the contract and they have provided a start date. Meeting on November 24th with the builder.

b) DT reported on the volume and value of Donations, Grants and Fund Raising which had made work on Phase Two possible.

c) The Committee were asked if they wished to return to the original size of the second meeting room? (planning application 19/01522/FUL). The external size 6 x 7 metres had been marked with floor tape for the trustees to experience. A reduction in size had been agreed by the Trustees at May 16th meeting (agenda item 7) because of anticipated funding problems. The 19/01522/FUL plans first Public Viewing was April 27th, 28th and 29th 2019 and again displayed to the public during Village Halls Week - Slaley Open Day Sunday January 26th 2020. A discussion took place and CF wondered what a second room would be used for now that people had become accustomed to having only one room. PW explained it would allow two different groups to meet inside the Hall at any time e.g. committee meeting in small room History presentation in main Hall. It would give space for a bar, a safe area for serving teas at functions such as the Market. RD thought it would make SCH a very attractive venue for many different functions looking forward. A vote was taken and all were in favour of trying to build the larger size. DT said price increases could mean that the initial internal fittings would be minimalistic.

9. Caretakers Report – ICS (attached as appendix 2/171021, Page 102)

Caretaker especially asks that we consider the damp problem No 6 in his report – PW think this will also be reflected in the number of sticking doors – do we increase the heating?

Caretaker absent for 1 week from Sunday 21st November – alert user groups.

Heating left on by User groups – DT made signs for wall asking that heating is turned down after event.

SD to contact Karl Beckett about the table tennis table.

10. Building maintenance

a) Central heating boiler found to have a faulty ‘condenser’ this was repaired under warranty (*see 4a*).

b) Acoustic problems – GPS visited the Hall at 9 a.m. Tuesday 5/10/21 and identified the hearing loop was not connected. PW contacted Lisa Graham of Corbridge Hearing Care for advice – who could not guarantee that a new loop system would work on modern hearing aids. Quote from GPS to install a new loop cable £537.60 – work carried out on 11/11/21. The meeting was held near the wall speakers and both hearing aid users thought there was an improvement with sound.

c) Problem getting modern tablets to work with the Audio equipment. September history meeting speaker had to bring his own screen and projector. SD wondered if there should be something in the booking details about this. ME reported that the right connector was needed, he would amend the information to include this.

d) David Stanley Blinds come to price curtains and or blinds Week Commencing November 1st. £2,429 with a 4-6-week delivery. MR had requested by telephone that the curtains were changed immediately, RD had explained that all surplus funds were being used to ensure the second room was completed for the 100th anniversary. However, if a member of her user group was successful in obtaining the funding for curtain changes it would be appreciated.

- e) Piano turned at Hall Monday November 1st & Monday November 15th. The plaque in memory of Roy Ward is now inside the lid. A user group burnt a candle on top of the piano causing wax to pool on the wood. RD suggested asking the WI if they would like to make a protective cover for the top.
- f) RD asked PW to contact Martin Kennedy, roofer, to see if he still intends to re-roof the north section of the toilet block. Martin quoted £1,170 to do the work (May 19th 2021 minutes agenda item 8a(i))

11. Fundraising Phase Two (attached as appendix 3/171021, page 103)

- a) Second Artisan Indoor Market on Wednesday October 27th was a very wet and windy day – Castle Hams were outside and probably lost a lot of sales through people not wanting to stand outside to shop. The veg provider did not arrive – a last minute COVID positive test and messages not getting through. Third market is January 26th 2022. Charity stall – to be stocked and ran by the organisation – St. Mary's has declined January? Carpet Bowls? Slaley Show? Leek Club? History Group? W.I.? Ladycross Nature Reserve has accepted the January offer.
- b) Fire and Dough mobile Pizza Van have now sold Pizzas from the Hall car park on the fourth Wednesday of each month over two markets July & October and two none market days August and September they have been asked to return for Christmas week at the customers' request.
- c) 'Cribs from around the World' exhibition: At least 17 different crib scenes. November: Friday 26th evening only with cheese & wine? Saturday 27th 1p.m. – 7 p.m. with food vans from around the world outside, a brazier etc. Sunday 28th 2 – 4 p.m. Help over the weekend Friday SD & PW with cheese and wine. DT to obtain a raffle prize for the weekend. Saturday CF, DT and SD. Sunday PW. HS is organising music. SD printing A5 leaflets for distribution.
- d) Email received 2/11/21 from Ian Wills asking if we would provide a venue for him to sell well-known high street brands at 70% off - PW assumes these would be random sizes of discontinued lines! Ian will only come if we can guarantee 50 Ladies – **is this possible?** The committee thought this was not a good fund raising idea.
- e) Email 13/10/21 from David Nixon as our booking on March 4th is part of HW1900 we are getting free marketing from the Hadrian's Wall Steering Group. **Tickets? Food? Raffle? To discuss at January meeting.**
- f) SCH 200 Club thirteen people have not renewed their payment or have dropped out, two new numbers made the November draw 56 numbers whereas there were 67 numbers Dec -Aug. ME asked for details to re-join, PW to resend.
- g) Parish Wander PW spoken with Hexhamshire Churchwarden and they are not having the Shire Garden Walk during 2022. RD and PW agreed to contact the interested gardeners/businesses for a 2022 Slaley event. ME said he could update the Poster when an event date was confirmed.

12. Policies (the Policies were last updated July 2019)

Practices & Procedures for hiring the Commemoration Hall – needed for Hallmark 2 July 2021 review. The policies were signed by the Chair.

Finance & Reserve's Policy – July 2021 review

Vulnerable Persons Policy – July 2021 review

Risk Assessment – July 2021 review

Fire Risk Assessment – July 2021 review

Access Statement

13. Northumberland Village Hall Heritage Project. Notes from 4/11/21 attached as appendix 4/171121, page 104.

Denis Lumley called a first meeting for Thursday November 4th at 7 p.m. to assess interest. Seven people were present. It was agreed to go ahead and organise an entertainment on Friday November 25th 2022, possibly 7 – 9 p.m. this early time would allow younger children to take part. No food only a short break with ice cream. A second meeting is Thursday December 16th at 7 p.m. to check the stage and see if progress has been made. A request has gone out for a Stage Manager, a Lighting Director and a Music Director through Slaley Notes. RD detailed the positive first meeting and said the performance could be short sketches. A good Piano player who could play tunes like 'Match of the Day' to 'Wartime songs' to 'Rock and Roll' etc would be very helpful.

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

See caretaker report - new bin bags made from 100% recycled material.

DT gave some suggested Logos for SCH “think green at SCH” these to be used from turning off the water, only heating what was necessary. Re-cycling as much as possible.

Heating costs will increase – we must use with care.

Looking at cost of solar panels on the roof of the new extension and these could feed electric heaters inside the room - all considerations if we can raise the money.

15. Any other business

a) Vehicles continue to use the SCH car park for parking - grass cutter at neighbour to Hall KW leaves his vehicle in Hall yard while he cuts the grass.

b) Consider asking Karen Melvin to have an art exhibition during 2022. “Breath of my Garden” with Claudia Sacher, opens 28/11/21 until the swallows return 2022. Between 9-10 October 2021 Karen’s exhibition “Torn Photos” was held at St. John’s Church, Healey.

c) RD & HS thinking of re-starting a lunch time soup and a chat during Lent with a delivery service for those who are housebound.

d) RD & DT to take down the banners at the front of the car park and mark the money thermometer to £100k

16. Maintenance Log Book – Internal pages only completed.

17. Date of 2022 meetings: Wednesday January 19th; March 16th; May 18th (AGM); July 20th; September 21st; November 16th 2022

There being no further business the meeting ended at 9.15 p.m.