

# Slaley Commemoration Hall Management Committee

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A Meeting of Slaley Commemoration Hall Management Committee will take place on  
Wednesday September 19th 2018 at 7.00 p.m.

## Agenda

### 1. Members present & apologies

### 2. Minutes of the meeting held on July 18<sup>th</sup> 2018

### 3. Matters arising

- a) The new audio equipment – veiling mounted screen is felt to be too high. Adjustments to the screen position will cost £75 – this will be covered in the remaining funds. ME is asking for permission.
- b) 10 18/7/18 Booking Form has been amended to state the hall has a challenge 25 Policy
- c) The car park signs saying *No HGVs or tractors* replacment. PW to report Topsigns price.

### 4. Correspondence

CAN circulated by email

WNCBC circulated by email

Northern Powergrid – apologies for recent disruption in supply – underground fault – now repaired.

BT – Price increase for Broadband unlimited line from October 1<sup>st</sup> 2018 to £32.90.

Northumberland Water – interruptions in supply looking to make a small donation to a worthy local charity. PW made a claim.

### 5. Financial Report by Margaret Weatherley

- a) Payments made or cheques to be signed
- b) Income since last meeting

### 6. Bookings Report

### 7. Wedding/Party Plan

### 8. Commemoration Hall notice board

**Unfortunately, this got lost off after January 2018 and needs to be re-looked at – history below:**

6g 21/9/17: Notice Board in Hall grounds - monthly report of “what’s on” – who would do this? - who to contact to make a booking?: AW reported that she gives a monthly booking sheet to Caretaker – last minute alterations are done by telephone. A similar sheet could be placed in a notice board inside the Hall grounds and elsewhere if it was likely to be read.

MW requested to ask David Stokoe for a price to make a wooden notice board to go inside the hall car park possibly alongside the wheelie bins but facing the footpath. BJ suggested a metal notice board similar to the blue one recently placed in the first school grounds.

3c 15/11/17: Notice Board for Hall car park – update from MW. Metal Portrait A4 x 4 sheets £300 or hard wood £450. After discussion it was agreed to go with a metal frame with a glass cover and the name on the frame was not considered necessary. It was confirmed that the notices should be seen by pedestrians on the footpath and that the board should be attached to a post made secure either by a bracket to the stone wall or mounted in the tarmac.

3a 17/1/18: Notice Board for Hall car park – update MW has costing not at hand for meeting. School metal notice board supplied FOC by Slaley Hall.

### **9. Replacement Chairs - People to borrow and bring a sample of their preferred choice if possible.**

### **10. Building maintenance**

a) The shed looked at by Ladycross NR volunteers and because of the way the shed was built, dismantling without damage would not be possible, consequently taking away is not an option.

### **11. Fundraising ideas**

Fundraising ideas for 2018 -

a) September 28<sup>th</sup> fashion show with Gabby Sutton advertised in Courant and poster on web site and in several outlets. Tickets sales report. Who does what – setting up after Marie Curie Coffee Morning booking in Hall.

b) Irish Music event with members of the Doonan family band Friday November 23<sup>rd</sup>

c) Friday November 2<sup>nd</sup> - Bobby Johnston slide show of his many photographs.

### **12. Grant applications**

Garfield Western Foundation – Weston Anniversary Fund Update

### **13. Report from ME of the Consortium Meeting of Thursday August – Northumbria Police Partnership working with Village Halls.** Information emailed to the Hall trustees on August 31<sup>st</sup>.

**Discuss if this is possible.**

### **14. Any other business**

### **15. 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.

### **16 Date of next meeting: Wednesday November 21st 2018**