

Bridge Village Hall Management Committee
Minutes of an Ordinary Committee Meeting

held on 22nd November 2018 at 7.30pm in the Hunter Room, Village Hall, Bridge



Present: Jenny Vye (Chairman, History Society), Clive Medhurst (Treasurer), Susie Macdonald (Rainbows), Ann Edmonds (Fish Scheme), Kathy Walder (Horticultural Society, WI, National Vegetable Society), Mary Daw (Playgroup), Steve Fawke (Bridge Parish Council), Rob Moon (Bridge Parish Council), John Corfield (History Society), Mark Esdale (Secretary)

1. Apologies for Absence: None

2. Confirmation of Minutes of the Ordinary Committee meeting of 24th May 2018: After correction of typos, these were approved and signed as a true record by the Chairman.

3. Matters arising from the Minutes of the Last Ordinary Meeting: Item 9.4 (Damp) SF has sealed the blown concrete on the roof parapet. The wall will now need time to dry out.

4. Bookings. The Secretary reported that bookings were good, with one already taken for 2020. The Girl Guide unit is now using the hall along with the Mill Centre. The pilates classes have been extended to Thursday lunchtimes.

5. Treasurer's Report. The balance in the bank was £9,614.38, of which £6,753.11 was earmarked in reserves. There are very few outstanding invoices (total £251), and the Treasurer has full expectation of collecting on those, with the possible exception of one (£30) where the hirer is not responding to any means of contact. Outstanding payments include Secretary's expenses. It was agreed to pay the ICO (Data protection) fee by Direct Debit in future. Hire charges will remain unchanged, to be reviewed as usual at the May meeting.

6. Matters for discussion

a. Lapel microphone. Some users find the neck microphone difficult to use and it is susceptible to noise from clothing. The History Society have tried using their own radio lapel microphone, but it causes feedback. It was **agreed** for **ME** to source a lapel microphone that would plug into the existing radio transmitter. The History Society agreed to pay for it.

b. Storage in Village Hall for Local History Boards. Currently, these boards are stored in a local resident's cellar, but as a village asset they should be stored elsewhere. Comments were passed by the users that the Hunter Room is becoming a bit of a messy Parish store and it was not appropriate for files etc. to be exposed when the room is let to members of the public. Following an examination of the contents of the cupboards, **SF** suggested that the boards might go in the Parish cupboard (#3). He will liaise with the Parish Clerk about this, as well as removing all the other boards, files, etc. The Hunter Room is well used, with 56 bookings in 2018 and it was felt not appropriate to try and dedicate it to a Parish Office/store/archive.

c. Stacking of Chairs. Some users are still stacking the blue chairs more than five high, despite the signs. This is not a problem unique to Bridge. **ME** suggested that a "chair map" on the wall might help and agreed to produce one. It was **agreed** not to purchase any further chairs with arms as those present were sufficient and storage is a worse problem than the ordinary ones.

d. Descaling Water Heater. This was done in April, but the machine reports it needs doing again. **ME** to do this over the Christmas break.

e. Front doors emergency operation. **ME** has bought a new panic bar system and **SF** agreed to help install it. The Yale lock has been oiled and is working correctly. The difficulties faced by some users the previous week may be down to someone latching the snib.

f. Radiator Covers. These have been delivered. **ME** to install.

g. Christmas Tree. It was **agreed** to donate £20 to the Parish Council towards the cost of the tree to go outside the hall. **JV** volunteered to help with teas and coffees.

7. Any Other Business

a. Outside lighting. The electrician is due to come on Tuesday (27 Nov) to replace outside floodlight and failed PIR sensor.

b. Tea Pots. The large tea pot has gone astray. **ME** will source a replacement.

c. Toilet flush. The button has broken. **ME** has ordered a replacement.

d. Wifi. The committee reiterated its position from the previous year that it did not feel provision of Wifi was necessary, but if the Parish wished to obtain a grant to install and run it, that would be acceptable. **SF** to find the paperwork relating to the grant application.

e. Playgroup Inspection. **MD** reported that the inspection had fully passed.

f. Parish Rep emails. **ME** and **JV** to ensure the committee emails go to the Parish representatives.

8. Date of next meeting: This will be the AGM, which will be held on Thursday 23rd May 2019 in the Hunter Room. Apologies in advance from **AE**.

There being no other business, the Chairman thanked everyone for attending and closed the meeting at 8.15pm

Chairman..... Date.....