

St Margaret's Hall Management Committee Minutes of Meeting

Friday. 4 September 2015. 1930

1. Present

Chris Bailward (Deputy Chair), Emilie Gordon, Maria Hawkins, Charles James, John Macdonald (Chair),

2. Apologies

Gareth Cherry (Treasurer), Vicky Franklin, Keith Norman, Jacqueline Pyne, Hannah Williamson.

JM reported on the untimely death of one of our Committee members, Jean Handy, and read a short appreciation. Jean was a wholehearted member of village life and included in her activities, presidency of the local WI and chairmanship of the North Cheriton Gardening Society amongst many others. Jean will be missed.

Also, JM reported that Sally Collins, having relinquished her duties as Primary Keyholder wished to resign from the Committee. Sally has served the Committee for many years and has been the keyholder for at least 12 years. EG suggested that Committee should recognise Sally's long service with a gift. JM will be writing to express the Committee's thanks. **Action.** JM.

KN is standing down from the Committee. His place will be taken by the Vice Chair of the SCUFC Tim O'Keeffe. We look forward to welcoming Tim to our next meeting.

3. Minutes of previous meeting on 5th December 2014.

Previously circulated, signed.

5. Matters arising.

Primary Keyholder. At the last meeting JH volunteered to take over the post, but subsequently HW has taken over SC's duties. We thank Hannah for undertaking this task. HW has settled in and if problems arise will continue to liaise with SC and JM.

Heating. Now that the painting of the Hall has been completed the new radiators will be installed, we are hoping within the next week or so. Our carpenter, Mark Kendall is at present at the Great Dorset Steam Fair and once he has returned, he and the electrician, Mark Pearson will install the fans and associated electronics. **Action.** CJ and JM.

Painting. JM asked the Members present what they thought of the decoration of the Hall. The general opinion was that it was a great improvement. The first of the art classes have given their blessing as the lightening of the colours has been beneficial for the light in the main hall.

Token meter. MH had mentioned that her husband may be able to make tokens. When the heating fans are installed it may be that the electric heaters run by the token meter may not be required, in which case the electric heaters and the token meter could then be removed. A temporary stop gap of locally made tokens would be the ideal solution. **Action.** MH and JM.

i-Cloud information for the Committee. CB reported this should not be a problem to institute on the Hall website. It was a question of what information should be promulgated. **Action.** CB and JM.

FSRA. The suggestion by JH that the responsible person hiring the Hall should delegate a person to check the kitchen and the toilets were vacant when the Hall was being evacuated due to fire has been incorporated into the Conditions of Hire (Fire).

Curtains. The curtains committee (ie. JM and JP) had decided that the curtains had given of their useful life and the most suitable replacement would be roman blinds inset into the window recesses. JP has kindly undertaken to make the blinds. They will be fitted with blackout material and sent off for fire proofing.

Lighting. VF has written to Mrs. Martin (Dextra lighting). As yet there has been no reply.

6. Chair report.

Very little to report for the summer. The damaged floor subsided at the onset of spring. The decoration of the main Hall has been completed and I think is a huge improvement. Unfortunately, we have had another attack of the vandals. The exit sign at the very end of the car park has been destroyed.

7. Treasurers report.

It has been a quiet summer with the usual stream of bookings with the only expense being the painting of the hall.

With oil now at recent lows we will take advantage of this and fill up the oil tank prior to any cold spells.

8. Bookings report.

A quiet summer with the usual smattering of bookings including a children's christening and Jean Handy's wake.

9. Sports Report.

The South Cheriton United Football Club's season has started and there are 5 youth teams with 56 players signed on.

The adults have 3 teams; u18's, reserves and first team with around 70 players signed on and another 11 people on the senior committee.

10. Maintenance.

Fire Extinguishers. Morgan Fire got back to JM shortly after the last meeting and the Fire extinguishers were inspected on 25 May 2015.

Boiler. In view of the installation of the new radiators the annual maintenance of the boiler will be of increased importance. Normally, the boiler is inspected at the beginning of November, but in view of the new installation the inspection will be carried out when the radiators have been up and running for a short while.

11.AOB.

New Trustees. The Committee will need to replace JH. Suggestions were requested for suitable replacements. JM agreed to approach Gill Miles.

JM gave a brief run down on the situation in the SCUFC. There appears to have been a breakdown in communication between the youth and senior teams. Since the senior teams are the primary users of the changing rooms, their committee have deemed it more appropriate that the representative for our committee should come from the senior teams and as such TO'K will replace KN. Hopefully, this should produce a more business like atmosphere between the committees of the Football Club and the Hall.

Hall Cleaning. JM indicated that since the departure of our last cleaner, Sandra, he had had been cleaning the Hall. (Cue comments about the state of the Hall.) The task hasn't been too onerous since it has been during the quiet summer period. JM stated one of the reasons was that he wanted to determine the scale of the requirement before he approached the Benjafield's. This he will do after the installation of the heating equipment.

Memorial for June Wood. Former Chair Gill Elston had approached JM and suggested that it might be an idea to add a tree in the side garden in memory of June and Dick Wood, since they had been long time supporters of the villages and the Hall.

Monitored Fire Alarm. CJ explained the theory and practicalities of the monitored fire alarm. He has one installed for his business. The MFA should provide an enhanced time scale in the case of a fire starting in the hall. The alarm signal would be sent to a private monitoring company (24 hour service) who would inform the Fire Service. The advantage being if the fire started in the hours that the Hall was unoccupied, the Fire Service would be on site at the earliest opportunity, hopefully, before the fire took hold. One downside is that the water pressure in the village would probably not be able to sustain the number of fire tenders required to douse the fire. Some committee members were doubtful of the cost benefits of the scheme. CJ pointed out that regardless of the insurance cover we could be assured that the roof timbers would not be replaced in their present form. CJ undertook to produce a costing for the next meeting.

12. Date of next committee meeting.

20 November 2015. 1930.

The meeting closed at 2045.