

## VILLAGE HALL COMMITTEE

Minutes of the meeting held on Monday 13<sup>th</sup> February 2006 at 7.30 pm in the Council Room at Quorn Village Hall.

### PRESENT

Cllr P Child (Chair)  
Cllr Mrs J Backus  
Cllr Mrs E Harrison

Cllr Mrs J Bloodworth  
Cllr J Hutchinson  
Cllr T Tyler

Mrs K Paterson - Clerk to Quorn Parish Council  
Mrs B Holland - Administrative assistant  
Cllr T Stirling - as observer

#### 1. **APOLOGIES FOR ABSENCE**

None – all present.

#### 2. **DECLARATIONS OF INTEREST**

None

#### 3. **MINUTES OF THE MEETING HELD ON 16<sup>TH</sup> JANUARY 2006**

The minutes of the meeting were signed as a true and accurate record.

#### 4. **MATTERS ARISING**

**Hall redevelopment:** Funding: Mrs Paterson distributed her report on funding. The report was taken away to be discussed at the next meeting. Mrs Paterson was thanked for her work on the report etc.

Redevelopment plans: Cllr Child advised that he had the old plans but no note of the costings at that time. Mrs Paterson and Cllr Hutchinson will check if they have the details. The plans include how the DDA requirements could be met and more up to date costings would need to be acquired.

**Hall Lighting:** Stage lights: Cllr Child reported that he had met with Mr Cawdell and Mr Brown and it had now been possible to establish exactly what lighting Mr Cawdell was giving to the Parish Council. Cllr Child also advised that he had met with Mr Nigel Scott (NQSC) and Mr Peter Brown (Phoenix) to discuss the stage lighting requirements in the hall.

Hall lights: Some of the hall lights are not working. Mr Jason Hall, electrician, had looked at the lights and advised that it would be hard to improve on what was already there, but the type of lights mean that the bulbs and charging unit need changing every so often. It was agreed in the short term to ask Mr Hall to repair or replace the lights as necessary in the hall. Tenders then to be obtained for the future maintenance of the lights, changing the lamp bulbs and attending to the charging unit annually and the updating of the switch bank.

**Balcony window:** The repair has now been done. The inside opening lights at the top do not work and Cllr Child suggested that the outer 2 be reinstated with handle openings. Mrs Paterson was requested to obtain quotations for this work. The blind can then be re-hung when work on the window is completed.

**Security lights:** It was reported that the security light in the car park requires attention as it is not working.

**Door crash bars:** These have now been fitted.

**Storage facility for ladies cloakroom:** The shelf for the toilet rolls etc, has now been fitted. It was agreed that new toilet roll holders for the cubicles be purchased.

**Drains, downpipes etc. hotel side:** These have now been cleared. Mr Derek Allen to be asked to regularly check the downpipes. Also, the wall in the ladies cloakroom requires attention.

**Cups and saucers:** The new cups and saucers have arrived and are in the kitchen. Washing up bowls, drainage racks and disposable dishcloths have also been provided.

**Coronation programme:** This is still to be framed.

5. **STRUCTURE**

**Key distribution following installation of crash bars:** A new lock to the village hall needed to be fitted with the crash bars, and distribution of the new keys was discussed.

6. **SERVICES**

**Cleaning and administration:** The proposals made by Cllr Mrs Bloodworth for a cleaner for the village hall for 1 hour per day for 6 days a week and new hire rates for the village hall were discussed. *It was agreed, subject to finance being available, that from the next financial year, to pay a cleaner for an hour a day for 6 days a week. It was proposed that initially the cleaner should be paid £6.25 per hour to be reviewed annually. This was seconded and all were unanimously in favour.*

*This to now go to Full Council for approval.* It was also proposed and agreed to increase village hall hire costs from 1<sup>st</sup> April 2006. The new rates to be £6.00 per hour for non-commercial bookings from Quorn residents; £8.50 per hour for non-commercial bookings from hirers outside Quorn; and £11.00 per hour for commercial bookings. The increased costs will take effect from 1<sup>st</sup> April 2006 for new bookings. It was agreed that existing bookings would be honoured at the old rates until 1<sup>st</sup> January 2007. Mrs Holland to write to hirers of the hall to advise them, and the new rates will be advertised in the next edition of the Quorndon.

7. **BOOKINGS**

Mrs Holland distributed up to date information on bookings.

8. **CORRESPONDENCE/COMPLAINTS:**

**CAMRA and arrangements for Beer Festival 2006:** Cllr Child read out a letter from Mr Smith of CAMRA regarding requirements for access to the hall for the proposed Beer Festival in October. It was agreed that the requirements detailed in the letter be met, and that regular users would be advised (where applicable) that they could have use of the hall free of charge if they were able to work round the access requirements of CAMRA.

It was agreed that CAMRA be charged for 75 hours @ £10.00 per hour – a total of £750.00. This to be made up of 10 hours per day for the Sunday, Monday, Tuesday and Wednesday (8<sup>th</sup> to 11<sup>th</sup> October), 11 hours a day for the Thursday, Friday and Saturday (12<sup>th</sup> to 14<sup>th</sup>) and 2 hours on the Sunday afterwards (15<sup>th</sup>). Mrs Holland was asked to write to all regular users advising of arrangements (including the fact that heating would not be on in the hall during that week) and also advising a commercial enquiry for the 8<sup>th</sup> October that the hall would not be available.

**Booking by Cherrilyn Tyler in January:** Cllr Child read out a letter received from Mrs Tyler regarding the condition of the village hall for her booking and the fact that not all the lights were working. Mrs Tyler forwarded a cheque for

