

## **VILLAGE HALL COMMITTEE**

Minutes of the meeting of the Quorn Village Hall Committee held in the Village Hall  
on Monday 14 January 2008 at 7.30 pm.

### **PRESENT**

Councillors: J. Bloodworth (Chairman), D. Cawdell, P. Child (for Minutes 5-13), E. Harrison, T. Tyler.

Officers: K. Newman (Administrative Assistant / Village Hall Administrator).

#### **1 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **2 MINUTES**

The minutes of the meeting held on 10 December 2007 were approved as a correct record and signed by the Chairman.

#### **3 BOOKINGS**

The list of future bookings was noted.

#### **4 ADMINISTRATOR'S REPORT**

- The oven in the kitchen was now fitted flush against the wall.
- The FLAG grant had been approved in December 2007 and work was now well underway on the new lavatories.
- Temporary lavatories had been installed; however, the suppliers needed to come and rectify a couple of minor problems with their operation. It was anticipated this would be completed by the end of the week.
- The mains water pressure in the Hall was too low – under 2 bar/30 psi. As a consequence, the boilers were not operating correctly and the water supply to the flat was compromised. Severn Trent had been contacted to check the mains supply as a burst main was suspected to be the cause.
- Once the water pressure was rectified, the cover would need replaced on the boiler, and the radiators in the Committee Room checked
- A pre-payment system was proposed for future hires. The Administrator was authorised to implement this as soon as possible.

#### **5 STAGE LIGHTING**

Initial assessment indicated that a figure of £2/hr to cover electricity and consumables costs should be charged for the stage lights. A high deposit against damage should be charged for the use of the control desk. Detailed proposals would be brought to the February meeting.

#### **6 CONTAINER**

This had been cleared and re-packed, but the proposals concerning future maintenance had not been agreed by the societies. In future, all storage space within the Village Hall would be needed for Village Hall items.

#### **AGREED**

The Administrator to approach regular hirers as appropriate, to request that stored items be removed from the Hall.

## **7 SERVICES**

### **AGREED**

To get gas and electricity service/callout contracts set up with local tradespeople, to cover the Hall and flat (gas service contract to include the landlord's annual gas check in the flat).

## **8 FACILITIES**

It was unclear from the files whether the work agreed to be carried out in the flat had all been completed. There was a question as to whether further decoration work in the flat should be undertaken at the Committee's expense.

### **AGREED**

- 1) That Cllr Child check the situation with the former Clerk and report back;
- 2) That the Administrator make an appointment with the tenant to inspect the kitchen and assess what further work might be needed.

Provision had been made in the budget to do maintenance work on the Hall floor surface. However, there were concerns that there were soft spots in the floor and that before any surface refurbishment was carried out, an underfloor inspection should be undertaken.

### **AGREED**

That the Administrator should arrange for an underfloor inspection and for unblocking of the ventilation grilles as needed.

## **9 CHARGING POLICY**

The future revision of charges for use of the Hall was discussed.

### **AGREED**

To include set up a charges working party to look at all aspects of hire charges for the Village Hall and associated facilities, members to be Cllr Bloodworth, Cllr Child and Cllr Cawdell.

## **10 MAYDAY**

A letter had been received from Charnwood Borough Council asking about arts events in May that could be included in the 'Heart of Three Cities' festival.

### **AGREED**

That the Administrator notify the festival of the Quorn Mayday event to be held on 3 May 2008, referring future enquiries to the Mayday organiser.

## **11 JUMP JIVE AND SWING**

Two letters had been received from this organisation making representations about hire charges.

### **AGREED**

That the matters raised be referred to the charges working group as part of their overall consideration of charging policy.

## **12 STAGE PAINTING**

A letter had been received from Quorn Phoenix entertainers asking if the stage walls could be painted matt black and offering to undertake the work if approved.

**AGREED**

- 1) That the principle of painting the stage matt black be accepted, but that a professional painter be commissioned to undertake the work as part of the planned redecoration;
- 2) That the Quorn Phoenix Entertainers be approached to supply the materials needed to paint the stage

**13 HOTEL DISPUTE**

**AGREED**

To take the matter forward to the next meeting

Next meeting  
Monday 11 February 2008 at 7.30 pm

Meeting ended 9.01 pm

**Chairman**..... **Date**.....