

QUORN VILLAGE HALL COMMITTEE

Minutes of the meeting of the Quorn Village Hall Committee held in the Council Chamber at the Village Hall on Monday 20th July 2009 at 7.00 pm.

PRESENT

Councillors: Cllr Joan Bloodworth (Chair), Cllr Kathryn Paterson (for minutes 44/09 to 48/09), Cllr Phil Child, Cllr Tim Tyler, Cllr Terry Stirling.

Officers: M Burdett (Assistant Clerk)

Note: All Minutes are subject to correction before formal approval at the following meeting. Please check the Minutes of the subsequent meeting to see if corrections were made to these Minutes before ratification.

37/09 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Elizabeth Harrison and L Swinfield (Clerk).

38/09 DECLARATIONS OF INTEREST

No declarations of interest were made. The Chairman reminded all Members that interests should be declared if they arose during the meeting.

39/09 MINUTES AND ACTION LIST

The minutes of the meeting held on 11th May 2009 were approved as a correct record and signed by the Chairman.

40/09 BUDGET MONITORING

Feedback from the Finance Committee was that budgets are looking good so far. There were no budget breakdowns on the circulated report; these will be added at the end of the year. Cleaning costs appear to be the largest cost to the Village Hall. Cleaning costs are directly proportional to the number of hires. When next reviewing the cleaning budget, costs should be reviewed against a booking analysis. There is a reduction in bookings for this month and therefore cleaning costs will also be lower. There was a query of VAT rates on gas bills. Assistant Clerk will query with the Clerk.

41/09 TEMPORARY CLEANING COVER

The Chair has received a letter from Carol Allen advising she will be unavailable between 22nd August and 29th August and then from 15th September until further notice. Temporary cleaning cover should be arranged.

RESOLVED, (unanimous) proposed by Cllr Stirling and seconded by Cllr Child.

The meeting should move into confidential.

RESOLVED, (unanimous) proposed by Cllr Stirling and seconded by Cllr Child.

The meeting should move out of confidential.

42/09 VILLAGE HALL HEATING

There has been a suggestion to have the heating on a low temperature all day rather than having to use the boost button constantly throughout the day as this uses more energy and increases costs. A trial period was suggested from October onwards, initially for a month, and then a comparison of costs should be taken. Meter readings should be taken on a monthly basis from August.

43/09 INSTALLATION OF A FILM SCREEN

There is a possibility of certain Village Halls being hard wired with filming equipment. CBC has an arts grant to permanently install a film screen. Would the Committee agree to the pursuit of the grant and installation of a film screen? If match funding is required than Centre Arts would look to provide funds. The positioning of the screen on the stage was queried. There are a number of possibilities but would ask the opinion of the screen fitters. **All Agreed** to enquire about the possibilities.

44/09 FACILITIES

- Sockets
All quotes now in. Work scheduled to be completed on Tuesday 28th July and Wednesday 29th July.

- Drains
Investigations are required to ascertain where the drain outside the kitchen door runs to. This matter needs looking into as a matter of urgency and resolving once and for all.

RESOLVED (unanimous), proposed by Cllr Stirling and seconded by Cllr Child.

Paul Holders to be instructed to carry out an investigate search for said drain.

45/09 COMMENTS BOOK

- A comment was made that the bins in the ladies toilets had not been emptied on Saturday evening. There had been an afternoon hire prior to the evening hire, should we expect Carol to come to the Village Hall more than once per day – no. A roll of bin bags should be left visible so that hirers can empty bins should they become full. A letter advising the hirer (L. Mason) that a cleaner attends once per day and further cleaning visits would incur additional costs.
- A toilet in the Ladies is broken again (not flushing).
- Several of the blinds are not functional. On inspection it appears the mechanisms are broken. Enquiries should be made on how much it would cost to line the curtains and compare with the costs of new blind mechanisms. Ready made black out linings can be purchased for these curtains – they will not need to be hand made. Cllr Bloodworth to obtain costs.

Cllr Stirling commented that tarmac in the car park entrance had sunk following the work carried out by Severn Trent Water to repair the water leak. Contact to me made with Severn Trent and ask for tarmac reinstatement.

46/09 CORRESPONDANCE

There was no correspondence.

47/09 CONFIDENTIAL MATTERS

There were no confidential items.

48/09 The next Committee meeting will be held on Monday 7th September 2009 at **7.00pm**

Meeting ended 8.00 pm

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