

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 9th November 2009 at 7.00 pm.

PRESENT

Councillors: Cllr Joan Bloodworth, Cllr Terry Stirling, Cllr Phil Child, Cllr Kathryn Paterson, Cllr Tim Tyler, Cllr Elizabeth Harrison.

Officers: M Burdett (Assistant Clerk)

1 member of the public in attendance

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.

58/09 APOLOGIES FOR ABSENCE

There were no apologies for absence

59/09 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.

60/09 MINUTES AND ACTION LIST

The minutes of the meeting held on 7th September 2009 were approved as a correct record and signed by the Chairman.

Further to minute reference 54/09 of 7th September 2009, the blinds which were taken down at the Village Hall can be disposed of.

61/09 PURCHASE OF CONSUMABLES – STAGE LIGHTING BULBS

This item was brought forward on the agenda for the member of public in attendance. Hawthorn Stage Lighting have attended, free of charge, to investigate the problems with the lighting system. A wrong assumption was made as to the cause of the fault, and was in fact caused by a failure to reset the system after use. The fault has now been rectified. Boxing in the system to secure with a lock was discussed, costs to be looked into and reported back to the next meeting.

62/09 BUDGET MONITORING

- Further to minute reference 61/09, costs should be included in the budget for securing the stage lighting system.
- Capital expenditure budget should be set at £5,000.00 for new boilers. A new boiler installation could attract grant funding from Shire Climate Change Grants. Grants are for a maximum of 50% of the cost up to a maximum of £5,000.00. Funding opportunities to be further researched.
- The lock to the Village Hall door had broken and required repair. Quorn Locksmiths quoted £375.00 to repair the existing door lock and provide 35 new keys, and to install fire exit crash bars to the front doors. The quotation has been accepted and work will be completed by Tuesday 10th November 2009.
- New bulbs are required for the stage lighting at a cost of £100.00. Centre Arts had committed to donating £500.00 towards match funding for a new kitchen. As the FLAG funding opportunity has passed the commitment to donate is no longer in place, as such Centre Arts agreed to donate £100.00 towards the cost of the replacement bulbs. Cllr Child wished to thank Cllr Stirling for his generous offer. Cllr Cawdell will collect the bulbs and costs will be charged to the account QPC holds with Hawthorn's.

RESOLVED, Unanimous (proposed by Cllr Stirling and seconded by Cllr Child)

Quorn Parish Council purchase replacement stage lighting bulbs at a cost of approximately £100.00 from Hawthorn Stage Lighting.

63/09 HIRE ISSUES – SETTING UP TIME

The issue of setting up and clearing away time is an ongoing problem with Village Hall bookings. Unfortunately, as hirers have their own key it is very difficult to supervise and monitor. Cllr Paterson suggested highlighting item 5 of the terms and conditions of hire in red before issuing to hirers. Any hirer found to be abusing the system will be charged for any additional hours.

64/09 REVIEW OF HIRE FEES

Cllr Paterson declared a personal interest in this item.
The review of hire charges will be looked at in January 2010. Input from each committee member is welcomed. When reviewing the rates, charges at other local venues should be taken into consideration. The Chairman asked the committee to bring any thoughts/ideas to the January meeting. The 'Theatre Rate' is something which should be looked at in the future. It was suggested that Quorn theatre groups should be charged the same rate as all villagers and apply for an S137 grant to help their funds. The S137 Grant budget and income generated from the two groups should be looked at in more detail to ascertain how they will be affected. The cost of block bookings for the groups should also be reviewed.

65/09 REVIEW OF CLEANING REQUIREMENTS

A review of the cleaning schedule for Nick Hillas has been requested. Periodic cleaning of windows, floors, drain and guttering should be looked at, and ascertain if any reduction can be made in the number of visits per annum. Starting with immediate effect the schedule should be changed as follows; Guttering – twice per annum (Autumn and Spring), Windows – three times per annum, Drains – one per month (this is kept to the existing schedule in view of problems encountered with the drains), Hall floor – twice per month (kept to original schedule). Nick Hillas must be informed of the new schedule.

66/09 INSTALLATION OF FIRE EXIT CRASH BARS TO FRONT DOOR

This item was covered under 62/09 Budget Monitoring.

67/09 COMMENTS BOOK

- Nothing to note.

68/09 ADDITIONAL ITEM

Entrance Hall Display

Costs to be obtained for the purchase of an entrance hall display. Costs should be compared between 'off the shelf' and custom made display cabinets. Ideally the frontage would be made of glass and with one opening door (to prevent obscuring display material) for promotion of Village Hall productions. Cllr Child suggested the committee explore ideas for discussion at the next meeting. The display of event photographs would be encouraged.

69/09 The next Committee meeting will be held on Monday 11th January 2010 at **7.00pm**

Meeting ended 8.00pm

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