

# **BUCKLEBURY MEMORIAL HALL**

## **Trustees'**

### **Management Committee Meeting**

**11th. April 2011**

**Present :**

Mike Scholl	Chairman
Brian Mason	Treasurer
Dennis Gower	Hon. Secretary
Harry Hind	B P C
Jane Scholl	WBBS
Mike James	Tennis Club
Julie Baker	Horticultural Society
Claire Powers	Guides

**Apologies :**

Ron Mather St. Martin's Club

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**Minutes of the Previous Meeting:**

The minutes were approved and signed by the chairman (MS)

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**Matters Arising:**

BM, as treasurer, said that he must give his apologies for not being able to attend the forthcoming AGM; but that he would ensure that full details of the end of year accounts would be available to the Chairman. to prevent damage.

It was agreed that MJ should measure up and report the proposal to the next meeting of the joint Improvements Committee.

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**Chairman's Report:**

MS said that there were two causes for the recent problem with the blocked toilets. The first is that the low volume flushes were not always adequate to clear the bowl. MS said that he would investigate the possibility of adjusting the flush to increase the volume. The second cause was that groups who were supervising small children must be vigilant and those with older children must supervise behaviour and in both cases any blocked toilet must be cleared before it can become unsanitary by frequent use. At the very least a blockage MUST be reported immediately. New toilet holders are to be provided to replace those broken.

MS proposed to turn off the heating to all areas until the end of the Easter break.

The broken floor board in the main hall has been temporarily repaired pending refurbishment over the Easter break, this will incur an additional charge on the annual maintenance contract of around £30. On this basis the deposit for the relevant weekend booking will be retained even though the user denies all responsibility.

The tea boiler in the kitchen needs descaling.

JB said that the low flow made it impossible to make the 60 cups of coffee quickly enough.

MS said that all users should be reminded to check all facilities in good time and report any failures.

With regard to annual electrical inspections. JB suggested that the chairman might like to speak to a Parishioner Ian Dalgarno on this subject.

It was agreed that the committee should look into the possibility of providing an Internet connection; possibly a WiFi hot spot.

MS said that the proposed youth recreational project was in hand (details later from the treasurer) would mean that some surplus funds would be available for further Hall improvements. The most urgent requirement was to improve the facilities and ambiance of the Committee Room. New easy clean flooring, roof lights to improve daytime light levels and a possible external extension as a furniture and general user storage facility. To do all this will, almost certainly, require additional funding.

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**Letting Secretary's Report:**

MS reported that generally lettings are in advance of last year. Casual lettings by c.£1500. Block bookings are up slightly. The Oak room now has a number of regular users.

It had now been agreed that both Halls would be booked for guides and Brownies on Friday evenings in term time.

CP said that if it was necessary that a Village society required a room for an occasion or function, then the Guides would find alternative accommodation. This compromise was welcomed by all.

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**Treasurer's Report:**

BM said that the Hall finances were generally healthy including £20K available for 'improvements'.

The new doors in the entrance hall are now being installed. Exterior lighting is to be improved and is in hand for Easter.

With regard to the facilities for teenagers, it was agreed by the 'Improvements Joint Committee' after discussions with representative groups of teenagers' to go ahead with the provision of a BMX track and shelter. Grants and donations have provided sufficient funds.

The track will be open to all and not fenced. To be used, unsupervised., at the users risk.. There will be a general safety notice covering the obvious: wear safety cycle hats, no motorised machines of any sort allowed; etc. . Our responsibility for safety is restricted to ensuring the track is sound and meets all ROSPA requirements the track will not be lit at night.

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**.A.O.B.**

JS said that to stop tampering with the local radiator controls, covers were a necessity.

MS said that this was in hand .

The question of fitting solar film to the Oak Room windows was raised. It was pointed out that in the Summer active users found it too hot; but that the sewing club required all the light they could get. The agreed compromise was to install the film on the South facing windows only and only two thirds of the way up, leaving the top panes clear.

It was agreed by all that HH should continue as the Management Committee representative for BPC .

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**Future Meetings:**

Management Committee will next meet at the A G M.

**The A G M will be held on  
Monday 23rd May 2011 at  
1930 Hrs. In the Hall.**