

Parwich Memorial Hall Management Committee Meeting
8.00pm – 9.30pm 7th March 2006
Memorial Hall
Minutes

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1. Present

Janet Bainbridge, Jane Harris, Mike Gerard-Pearse, Janet Gosling, Amanda Johnson, Val Kirkham, Denis Laycock, Pauline Laycock Ed Linnell, Nia Linnell, Paula Lynam, Sue Mavin (who was welcomed to her first meeting as Stepping Stones rep), Peter Trehitt.

2. Apologies

Sandra Chadfield, Arnold Chadfield, Stuart Chambers, Betty Fentem, John Fuller-Sessions, Roger Mallard, Bill Whitfield

3. Minutes of previous meetings

a) Minutes were signed off

4. Matters arising

None

5. Day to Day Running

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- *Travelling Cinema* – This continues to be successful with costs being covered so far due to society sponsorship and good attendance. The next film is hopefully 'The Constant Gardener', date TBA.
 - Martin Compton is still waiting for quotes on equipment.
 - Arnold Chadfield is still investigating the possibility of a pull down screen.
 - Peter Trehitt is composing a lottery bid on behalf of the committee for over £5000. (Bids under £5000 can be submitted until the end of March, but initial investigation shows that equipment will be over £5000 so the bid will be submitted after Easter). This bid will outline how we will use the funding to:
 - set up a cinema club
 - improve facilities for all Hall users
 - give access to a digital projector for other user groups
 - Peter Trehitt is to bring the application back to the next committee meeting and to invite Martin Compton to discuss and share equipment costs
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- *Finance Update* – Year end accounts were presented by the Treasurer with accumulated reserves at £17,049.34 (see balance sheet for detail)
 - The Licence update is due to arrive in the next three weeks. Jane Harris offered to share some documentation that helped explain some of the small print in the new licence.
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- *Bookings update* – March bookings are healthy with First Responders booking two more Sundays, six bookings from the Historical Society and the Over 60s AGM

PT/MC

JH

- The Secretary shared a letter from Stepping Stones requesting the committee consider a multi-buy offer or a reduced rent for the summer period. Sue Mavin explained that due to falling numbers it was hard to cover costs and may mean Stepping Stones has to stop. Sue also shared that they are investigating other sources of funding. It was acknowledged that the Stepping Stones service and the income it generates for the Hall is important but that as with other requests we cannot make a precedent. It was proposed and agreed that the Treasurer came back with a revised policy proposal for the next meeting, which would result in a reduction in some costs for regular block bookings such as Stepping Stones.

EL

- *Health and Safety Issues* – The tea urn is now with Roger Cundy who is making a stand for it.
- Pauline Laycock requested that all users ensured the tap was turned off when finished with.

7. Building the Future

- *Design and Planning Group update* – Three quotes for survey costs have been secured. These all fall between £400-500. It was agreed unanimously to go with the lowest quote from Greenbachs. Nia Linnell shared that a group called Pro Help from the Derbyshire Dales offer free professional help for community projects, and the Design and Planning Group are investigating if the survey costs could be covered by them (and any other professional fees in the future).

NL

- Val Kirkham and Nia Linnell have measured a cart width from the gate post and followed this through to the end of the right of way. This takes the line for the footprint four feet outwards from where the present wall is situated.

- A Deed of Easement now needs to be drawn up to amend the Shaw Lane title deeds in order to clarify this. Diane Bunting has offered to do this at a cost of £160 + VAT and a £40 land registry fee. This was agreed unanimously.

D and P
Grp/DB

- The substation lease runs out on 25th March. The Chairman has written to the Parish Council to request that the Design and Planning Group negotiate with EMEB about moving the substation to give optimum space for the new build. Jane Harris said she would confirm when notice needed to be served on EMEB.

JH

- The architects will then be able to draw up new plans using this extended footprint.

- The secretary shared that the latest Derbyshire Rural Community Council newsletter outlines £50 million community building programme for 2006 – 2009. Two committee members and the chair of the funding Group are attending a talk by the Big Lottery Fund Regional Development Officer, at Hlland Ward Village Hall. It was also noted that Aston on Trent Village Hall have recently received a grant for approx £400,000.

AJ/EL/B
B

8. AOB

- The secretary shared a letter from the Parish Council asking for some clarification of issues about the piece of land to the rear of the Hall. The Chairman shared his drafted response. It was agreed that this fully addressed the two concerns raised. The Chairman will forward this to the Parish Council Clerk.
- Sue Mavin shared that the Hall floor and the toilets are often not clean in the mornings as a result of User groups use the night before. All representatives were asked to take this back to their groups.
- Representatives were also asked to ensure the Bookings Secretary was informed if they were not using pre booked sessions.
- Val Kirkham asked for clarification that funerals took full day precedent over other bookings. This was confirmed. The Bookings Secretary was thanked for trying to accommodate all groups.

MGP

ALL

**Date of next meeting
AGM
Tuesday 21st March 2006 8.00 – 9.30pm
The Memorial Hall**