

# Slaley Commemoration Hall Management Committee

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A Meeting of Slaley Commemoration Hall Management Committee on Wednesday November 15th 2023 will take place in Slaley Commemoration Hall at 7.30 p.m.

Agenda

## 1.Members & apologies

**2. Minutes of meeting held on Wednesday September 20th 2023, attached as pages 188 - 191 with appendix 1a & 1b, page 192, appendix 2, page 193, appendix 3, page 194, appendix 4, page 195 & appendix 5, page 196.**

## 3. Matters arising.

- a) 3a 20/9/23; 3b 19/7/23; 8 17/5/23: Update by PC on the decking project.
- b) 3g 20/9/23; 11d 19/7/23; 15e 17/5/23: Change wording on welcome plaque – IS to remove when back from holidays.
- c) 3h 20/8/23; 11e 19/7/23; 11c 17/5/23; 10j 15/3/23: Paint main Hall after water damage, Ali Stobbs November Fri 10 - Sun 12<sup>th</sup>. DT got price from Midnight Express £424 to remove paintings, considered too expensive therefore painter to cover paintings and paint around them. Paint as recorded in September 23<sup>rd</sup> 2020 minutes agenda item 9: Colour of paint for main hall is bottom Grey Steel 2 and top Ash White, these two colours were the popular choice at the 2020 Open Event on August 21<sup>st</sup>/22<sup>nd</sup>. Paid £2,852 on 26/10/2020.
- d) 3i 20/9/23; 13 19/7/23: Goodbye to Helen and Olwen was an enjoyable event and SCH was the perfect venue. SD took many photographs.
- e) 4 (15/9/23) CAN safeguarding ZOOM training via ZOOM 10 – 11 \a.m. 17/10/23. Both PW & IS took part, it was for people who did not know they needed a safeguarding Policy and why therefore a complete waste of time and consequently both PW & IS are requesting their cost to be repaid, IS £8.30 & PW £6.13.
- fa) 9a(i) 20/9/23: SD emailed a selection of logos. IS replied with his preference 22/9/23.
- fb) 9a(i) 20/9/23: SD emailed a further marketing leaflet 22/9/23. IS replied by email 26/9/23 with a page of suggestions
- fc) 9a(i) 20/9/23: SD emailed an estimate for the printing of marketing leaflets 100 £58.00; 200 £77.00 & 250 £86.00.
- g) 14 20/9/23: Review of the Wedding & Party Brochure – did anyone volunteers for this?
- h) 15h 20/9/23: a standing advert each month suggesting people view the web site for SCH availability was included in October (page 10) and November (front page) issues of Slaley News
- i) 15e 20/9/23: Facebook managed by Catherine Lincoln, PW contacted and asked if a regular article could appear in Slaley news about this. Catherine confirmed by email 24/9/23 that she would do this.

## 4.Correspondence

### Emails:

- 25/9/23: Tracey Morgan CAN - Get Online Week, Tuesday 17/10/23 to see how village halls have installed and are using broadband.
- 27/9/23: Village Halls Heritage Project Autumn Newsletter (13 pages).
- 29/9/23: CAN Enews (8 pages) CAN AGM Monday m20/22/23 at 9.30 a.m.
- 4/10/23: Urban Foresight introduced to WNCBC Via CAN, SCH car park identified as a potential site for the installation of charging points for electrical vehicles. SCH was invited to consider being part of the project. Reply no later than **October 13<sup>th</sup>. SCH did not respond.**
- 13/10/23: CAN Enews Reminder CAN AGM at Bardon Mill & Henshaw Village Hall

**5. Financial Report – SD**

**6. Budget for the coming year – Year to date presented by DT**

**7. Bookings Report – SD**

**8. Issues Log – DT** updated by email 19/10/23 – included all the issues recorded in the Maintenance Log Book from 20/9/23

**9. The year 101 (Business Plan) – DT**

**10. Caretaker's Report**

**11. Building maintenance**

- a) remote control of heating
- b) Art Easels where to store.

**12. Fundraising**

Fourth year SCH 200 - draw the November winning number.

**13. Insurance Renewal in November.**

Does the wording cover our present insurance needs? Circulated by email 28/10/23

**14. Review Business Plan**

**15. Organise for Gavin to clean windows outside and clean out gutters**

**16. Any other business**

**17. Maintenance Log Book –**

**18. Date of last 2024 meetings:**

17/1/24, 20/3/24, 15/5/24, 17/7/24 (AGM), 18/9/24, 20/11/24.