

Minutes of meeting of Claverham Village Hall Committee

Held on Tuesday 17 January 2012

Present: John Williams, Geoff Hawkins, Helen Hicks, Peter Gunn, John Dare, Ralph Ludin, Lou Mills

Apologies: Denise Page, Jane Dare, Mark Jenkinson, Mary Smith

Minutes of previous meetings held 20/12/2011 approved.

Matters arising

Problems with leaks in Conservatory still being pursued with Brorn. **Action PG**
Condition of Gazebo on Patio to be evaluated with a view to moving to a more appropriate position. **Action JW and RL**
Sign to be placed on Disabled Toilet Door asking for it to be closed. **Action MS**
Mary to talk to GB about H & S issues in Cellar. **Action MS**

Treasurer's Report

Balances circulated
Still in discussion with NHS Blood Transfusion about outstanding account of £849.50 to 2/12/11. **Action PG**
£25,000 to be moved to Santander for 1 year at 3% fixed. **Action PG**
Reviewing provision of phone and internet services. **Action PG**
Agreed that we would make payment card facilities available through Elavon. **Action PG**

Hall Refurbishment

Mary to report by e mail to committee. **Action MS**
It was suggested a schedule of works for each area should be made available so as committee members could check to ensure all necessary work is included. **Action MS**

Health & Safety

Concern expressed that stage should only be erected and taken down by trained operatives. Mary to look at compiling a guide. **Action MS**

Solar Panels & Energy Review

We are applying for a grant from the Energy Saving Trust in relation to possible installation of solar panels and an energy review. **Action PG and GH**

Future Events

Arrangements for May Day celebrations on 7 May underway. It was agreed profit from the event would go towards the Court de Wyck School Farm project **Action JW**
Consideration to be given to an event to mark the Queen's Diamond Jubilee. Level of support to be gauged by next meeting. **Action All**

AOB

Wi Fi reception is not good and it was agreed that we should purchase a more powerful router. Helen to liaise with Mark. Expenditure up to £100 agreed. *Action HH and MJ*

Peter may need to hand on his Treasurer's duties to someone else later in the year. A couple of potential successors have been identified and this will be followed up. *Action PG & GH*

Next meeting: Tuesday 21 February at 7.45pm