

## CLAVERHAM VILLAGE HALL

Minutes of Committee meeting held on 28<sup>th</sup> July 2015 at 7.45pm

**Present:** John Williams, Ralph Ludin, Bob Evans, John Dare

**Apologies:** Andrew Yearsley, Emily Dobbs, Luke Christie, Natalie Ogden. There was no representative from CVH

**Minutes** of the 19<sup>th</sup> May 2015 were duly approved.

### **Admin**

- 1/ The Faulty hot water urn has been replaced by **JW**. Yearly cleaning of Cooker to be done Action **RL**
- 2/ Nim has complained about Tables and Chairs being left out by regular hirers of the hall Action **NO/JW**
- 3/ The ladies toilet were left in a disgusting state after the beer festival. The lions to be contacted about the indecent, Geoff Bland to be contacted. Action **JW**
- 4/ The windows and doors are not being shut at night Geoff Bland to be contacted to remind staff when locking up. Action **JW**
- 5/ A quote to be obtained for supplies of a new cleaning supply company Action **RL**

### **CVE Report**

1/ **JW** advise that the bar staff are being paid for working a party bar only. He is getting a good response from volunteers for manning the bar and thanks them all for their efforts.

### **Treasurer's Report**

There was no Treasures report.

### **Buildings and Grounds**

- 1/ Gordon to advise about office key for bar staff in the event of an emergency Action **GO/GB**
- 2 / **BE** is still waiting for the alarm company to put in the fire alarm monitoring Action **BE**
- 3/ Still awaiting the erection of shelves and safety gates to be installed by Clavertots
- 4/ Yellow parking hatch box to be done quotes need to be obtained Action **BE/JW**
- 5/ Standons to visit on the 19<sup>th</sup> of August to assess the efficiency of the boiler systems as it was very poor on the last service report. Action **BE/JW**
- 6/ A cost to be obtained for creating a path from the entrance to the willow tree. Action **BE**

### **Health & Safety**

- 1/ The oil drum needs to be moved to a safer location and needs to be emptied. Action **JW**
- 2/ Toilet seat in Disabled toilet broken and needs to be replaced. Action **JW / Maintenance Man**
- 3/ Various bulbs need's replacing. Action **JW/ Maintenance Man**

### **Future events**

1/ Festival players event for next year it was felt that more help was needed to promote the event, also to find out clarification of the contract .

**2/ Village skittles board to be sign written. Action RL**

**Any Other Business**

**1/** Re youth activities we are awaiting Mrs D Brunton to contact an architect to advise about the feasibility of altering the upstairs store for the use of Youth activities. Action **DB**

**2/** CVH to subsidise the cost of the Old Age Pensioners tea party to be held on the 8<sup>th</sup> of August.

**3/** A letter of complaint was sent in about dogs being allowed in the country market it was felt that there were no restrictions in place re markets on the grounds of Health, so dogs would be allowed in but must be kept on a lead at all times when on the hall premises.

**Meeting closed at 8.45 pm the next meeting is on the 15<sup>th</sup> of September 2015 at 7.45 PM**