



THE PAMELA HAMBRO HALL MANAGEMENT COMMITTEE

Draft Minutes of the meeting held on June 2nd 2010

1. Present

Valerie Ashford; David Bell; Graham Case; Mike Dee; Kevin Oakley; David Parker; Judy Parker; Mary Rawlinson; Su Sedgwick.

2. Apologies Graeme Gale; Marilyn Gale; Jilly Spencer; Hazel Lappin.

3. Minutes of last meeting

The Minutes of the meeting held on April 28th 2010 were agreed as a true record and signed by the Chairman.

Matters Arising

- Graeme has dealt with the service ducting repair.
- Graeme has carried out the 5-year electrical survey with Bob Way and was warmly thanked for this. As Bob Way had offered to contribute his fee to the Hall, it was agreed that he should be given a cheque for £30 towards two meals at The Crown as a gesture of thanks.
- Kevin and David Parker were thanked for their efforts in spreading the gravel in the car park. Paul Cheeseman has been asked to treat the car park with weedkiller.
- It was thought an additional bollard on the front of the hall to protect the front corner would be a good idea.

4. Reports

Secretary: Nothing to report.

Chairman: Kevin reported on the letter that he had received from the surgery that they would not require the hall any further and were giving their required 6 months' notice. This would lead to a reduction in annual income of some £2380. This led to a general discussion on hire rates. There was recognition that the hall was successful and any increase should take into account the high usage figures and not deter hirers. It was also felt that electricity charges were high and as no additional charge was made for electricity used, a small increase in line with inflation could be reasonable. It was felt that major events (eg Pantomime, Murder Mystery, May Ball) could possibly be asked to make a donation from their profits, but that such a request should not be made whilst there was still a reasonable balance in the funds. It was also suggested that fund-raising activities could be undertaken if necessary. Internal re-decoration was thought necessary, but several committee members offered to do this as volunteers; a decision on this would be made at the next meeting. Graham agreed to advertise the surgery 'space' in the Valley News to see if there might be a local business/es interested in hiring it; and he also agreed to look into provision of phone line and broadband for when the surgery leaves. It was proposed and agreed that from September 1st, hire charges should be as follows:

<u>Main Hall</u>	
Daytime (till 7pm)	£5.50 per hour
Evenings	£8 per hour for occasional users/£6.50 for regular users
Preparation time to remain at £3	
<u>Committee room</u>	£4.50 for occasional users/£3.50 for regular users
<u>Surgery and waiting room</u>	As main hall; any long term letting would need to be negotiated as far as sole use is concerned.

Treasurer : The one outstanding debt had been cleared, although there remains one debt of £25. Mike was thanked for his persistence and success with these debts. Hall funds stood at £11766. After discussion it was agreed that salaries should be increased in line with inflation wef July 1st – Mike to round the figures for ease.

5. There was no other business and the meeting was closed at 8.35pm.

Date of next meeting: This will take place on Wednesday July 28th at 7.30pm.

AGENDA:

1. Present
2. Apologies
3. Minutes of meeting held on June 2nd 2010; Matters Arising
4. Reports
5. 100 Club for August and September
6. Any other business
7. Date of next meeting – provisionally September 22nd 2010 at 7.30pm.