



THE PAMELA HAMBRO HALL MANAGEMENT COMMITTEE

Minutes of the meeting held on March 24th 2010

1. Present

David Bell; Norman Baker; Mike Dee; Graeme Gale; Marilyn Gale; Kevin Oakley; David Parker; Judy Parker; Mary Rawlinson. In attendance - Hazel Lappin

2. Apologies Graham Case ; Jilly Spencer; Su Sedgwick

3. Minutes of last meeting

Kevin explained that Andrea Jewson had resigned from the Parish Council and as a result had to resign from this committee as well, for personal reasons. A replacement to represent the Council would be appointed at the Council's AGM.

The Minutes of the meeting held on January 27th 2010 were agreed as a true record and signed by the Chairman.

Matters Arising

- A rising stop-cock which services the kitchen has been inspected and Graeme will inspect the one outside the hall.
- Graeme will deal with the service ducting repair.
- Graeme will arrange the 5-year electrical survey next month.
- The chairman thanked Graeme for installing the new cooker. It was agreed that the cooker would remain uncovered and that a cover could be used by regular users when extra worktop space was required. A notice requiring the cooker to be kept clean would be posted.

4. Reports

Chairman

Kevin questioned whether more control was needed on the Hall's use of electricity. Night storage heaters are controlled by E.ON, but other heaters can be set according to need. All members confirmed their agreement to continue on the committee for a further year.

Treasurer

Mike presented his latest figures, showing a balance of £10,795, down £2741 from last year, but nearly £5,000 has been spent on building maintenance. One cheque post-dated to April 1st would clear the outstanding debt, and Mike has written to the only other outstanding debtor, without reply to date. Kevin warned of the likely risk of the doctor's surgery rental of £2115 not being renewed, and an increase in rental rates will be considered at the next meeting to compensate for a possible shortfall.

5. 100 Club

Mary announced that she would like to stand down from organising this at the end of the current term. Members were asked to consider taking this on. Kevin thanked Mary for all her hard work. He also suggested that the first name out of the April draw should be asked to run the 100 Club. The Draw for April and May were taken.

6. Any other business

- Norman enquired whether Hazel could be made a committee member, but since she is paid for her duties this was not permitted by the constitution.
- Kevin will arrange to spread the gravel pile when the weather improves.
- Mary asked whether more large trays could be bought for the kitchen and it was agreed that she could purchase 6 trays.
- Graeme announced that the Spyway Theatre group had been very complimentary about the hall facilities and that money had been very well spent.
- Kevin thanked Graham (in his absence) for putting a knob on the outside notice board door.
- Graeme has made candelabra for the Murder Mystery and these can be made available for other hall users. It is hoped that the MM evening will become a regular event. Graeme has also made 10 round table tops which are available for all.
- Judy asked whether hooks could be placed in the battens over the notice board on the wall next to the toilets, so that cloths could be hung as a backdrop for the Floral Art classes. Hazel said she would also use these for the May Ball. Kevin would speak to Linda Brown tomorrow – the cloths must be white or light cream for the Floral Art.
- Judy will buy tea, coffee, milk and biscuits for the AGM.

Date of next meeting: This will take place on Wednesday April 28th after the AGM, which commences at 7.30pm.

AGENDA: 1. Present 2. Apologies 3. Minutes of meeting held on January 26th 2010; Matters Arising 4. All to sign the agreement to serve on the Committee for 2010-2011; Appointment of Officers 5. Reports 6. 100 Club for June and July 7. Any other business 8. Dates of meetings for 2010-2011