

Kettleburgh Village Hall Committee
Minutes of the Meeting held on Tuesday 30th September 2008

Those present	Robert Marzetti(Chairman), Liz Marzetti(Sec), Jane O’Leary(Treasurer), John Bater, Patrick Garland, Margaret Meadows, Tony Murphy, Corinne de Roeper, Sue Scott, Dave Williams	
Apologies	Jackie Clark	
Minutes	The Minutes of the last meeting, held on 30th July 2008, having been circulated, were approved and signed as a true record.	
Matters Arising	<p>The matter of insurance for the Hall was inserted later in the Agenda. Jane reminded the Committee that we now had only two signatories for cheques – herself and John Bater. The Chairman proposed that the Sec be put on the list. The meeting agreed and Jane will see to it.</p> <p>John Bater had asked the Chequers to look at their insurance to see whether it covered the Fete – they were still looking. Liz M had contacted Otley College re help with decorating – the contact tutor had left but the new one was looking into it.</p> <p>The arrangements for Countdown to Christmas would be the same as last year – Hall decorating from 2pm on Friday 12th December, members to produce 12 mince pies each, Margaret to organise music, flyers and posters to be put up round the village. Jackie to be asked if she would do another quiz/ competition.</p> <p>Bouquets had been presented to the organisers of the Fete. Notice boards were now in place.</p>	
Treasurer’s Report	Jane reported that we had £7204 on deposit and £513 in the current account.	
Insurance	<p>Robert, John and Patrick had looked into this. It had previously been thought that the reinstatement of the Hall would cost in the region of £270.000 which meant an annual premium of £1500. A new insurer had been contacted and the premiums they suggested had been relayed to the present insurer. After long discussion, Tony proposed that we should stay with the present insurer. John seconded this and the meeting agreed. The new premium would be £900 for a replacement cost of £225,000. The committee thought that this was acceptable. The situation would be reviewed next year after the next round of improvements had been carried out.</p>	
Correspondence	The Scouts had thanked us for the use of part of one of the new notice boards.	

<p>Repair & Maintenance</p>	<p>The Chairman went through in some detail the list of outstanding items that he and Patrick had prepared. A working party was needed to paint the exterior walls – especially the front and kitchen area. Saturday 4th October was agreed. Robert would get the materials. Derek Hill was to be contacted re painting the foot bridge railing. The ground levels where they affected the damp proof course would be dealt with before the winter. The sign by the road needed re-furbishing.</p> <p>Geoff Corston had said he would do minor electrical repairs without charge as he was keen to help the Hall. The Committee agreed to his suggestion that the old style fuses be replaced at a total cost of £125 and the ceiling lights be checked and replaced where necessary at a cost of £20 per light. He would be asked to look into the installation of the new water heaters when he was moving the heaters in the kitchen. He has already replaced the timer switch for the outside lights and put a ‘map’ in the electrics cupboard. The Chairman would write to Geoff and thank him for his help.</p> <p>Tony asked about energy saving bulbs – they cannot be used with dimmer switches.</p> <p>Tables: majority of users prefer square tables. Tony offered to get brochures.</p> <p>Various broken items in the loos needed to be replaced and the damp in the walls in the Gents’ dealt with. Internal decoration would be dealt with as soon as possible.</p> <p>The Chairman suggested putting up a sign over the doors to the Hall: ‘Kettleburgh Village Hall 1924’. The Committee thought it a good idea.</p>	<p>RM</p> <p>RM</p>
<p>Cleaning Rota</p>	<p>The Committee agreed that this was a good idea – to supplement the regular cleaning done by Tony. It would be every two weeks and Margaret volunteered to draw up the rota. Robert would source long handled brushes. Patrick pointed out that it was still the responsibility of hirers to clean up after themselves and this should be made clear to them.</p>	<p>MM</p> <p>RM</p>
<p>Hall Floor Funding</p>	<p>Robert reported that no outside funding had as yet been found. We were still waiting for Adnams to decide but he was not optimistic. John suggested that as the Auto Jumble had been a success, we should go ahead with the floor project anyway. He also pointed out that the proceeds from the coffee mornings should cover the increased insurance premium. Robert proposed a vote of</p>	

	<p>thanks to John and Anne Bater for all their hard work. It was suggested that the floor be done any time in October or early January. Half term was not an option. Dave asked that it not be done in November as the Scouts were rehearsing then performing on the 5th December. They intended to have a collection for the Hall.</p>	
Storage Extension	<p>After discussion it was decided to assess the needs of the Hall users and also maximise the existing space. The matter would be looked at again in the future.</p>	
Pantomime	<p>Liz reported that ‘Cinderella’ was now cast and rehearsals under way. The question of space for changing would need to be looked at – John’s tent and Patrick’s garage were both under review. The performance dates were 5th, 6th & 7th February, 2009.</p>	
AOB	<p>There was no other business.</p>	
Date of next meeting	<p>Tuesday 27th January at 7.30 pm in the Hall</p>	