

Minutes of the Meeting of Llanishen Parochial Hall Management Committee, held on Thursday 28th May 2009.

Committee Members Present:

David Jones, George Weston, Jocelyn Hickling, Debby Blakebrough, Martin Sullivan

Apologies:

Muriel Jones, Andi Francis, Babs Hempstead.

1. Public Participation

None

2. Minutes of last meeting to be agreed:

The minutes of the April 2009 meeting were agreed as a true record.

Action:

George to forward minutes to Steve McNally for uploading to the hall website.

3. Matters Arising from Last Minutes and not on the agenda:

4. Finance:

a. Treasurer's Report:

Jocelyn distributed the cumulative income and expenditure report for the current year (1/1/09 to date).

Cumulative surplus of income over expenditure is currently £227.25

Bookings are slowly picking up again after the early spring lull.

A church group has now made regular bookings for Sunday mornings.

Brownies and Guides have both booked overnight-stay weekends.

Barebones Theatre has booked two two-night performances in July and November. It was suggested that perhaps one or both of the July performances could be held on the amphitheatre (dependant on weather). The event could be a "bring your own picnic" evening.

Action:

Jocelyn to talk to Barebones and see if this would be feasible (ongoing).

b. Outstanding bills / cheques for signature:

Cheques signed for despatch to MCC (rates and ground rent), Jude Security and P&P Pest Control

c. External Examination of Accounts / Annual Report for 2008:

Ongoing: Jocelyn has all paperwork ready – awaiting availability of Peter Mossman to carry out examination. We have until October to publish this information.

5. Glebe Field:

a. Bike Area:

George has been unable to contact Andi recently to see if he has a spare gate post. It was agreed to buy a new one.

Action: David to buy new post.

b. Risk Assessments:

Debby and David to write generic assessment (ongoing).

c. Container:

David has ordered wood for fence posts and will ask Ian Morgan to install them when they arrive.

Jocelyn to buy paint.

Action:

David and Jocelyn to organise. All to lend a hand with painting and fence screening when posts erected.

d. Overspill car parking:

Overspill parking area now completed. Signage required.

Action:

George to obtain signs

6. Funding/Grant applications, etc:

Andi has attended a funding seminar and has made contact with someone who may be able to provide some match-funding for the proposed sports area. In the meantime, David will arrange for Ian Morgan to cut the grass.

David has also made contact with a group who might provide funding for clearing out the pond in the woodland

Action:

David to progress.

7. Maintenance, cleaning, etc.:

a. Maintenance/repairs, etc:

- Golf game to be sold on eBay to free up space (Andi) - ongoing
- David to do repairs to guttering, hopefully with the assistance of Gary Jones - ongoing.
- It was agreed to treat the paving stones outside the main entrance with sealing-compound (David) - ongoing.
- Loft-ladders – no further action - ongoing
- Internal paint to be touched up – to get some washable paint. Ongoing.
- New padlock required for oil tank.

Action:

Andi and David.

b. Rubbish Collection/ Recycling points:

Can bank still not delivered by MCC's contractor.

Action:

George to chase up MCC Recycling Officer

8. "Meet and Greet" rotas for the next month:

Agreed.

9. Forthcoming events:

Events were agreed as follows:

- 20th June – The Hall's 5th Birthday Party. Due to other parties and a wedding happening on the same weekend, it was agreed to postpone this event until later in the year or combine it with the village challenge – see below.
- 3-village challenge. Chris Knight from Llanfihangel has started the ball rolling on this one. A meeting is to be held at The Star on Thursday 11th June at 8 pm to discuss possibilities, Organisers to be contacted from the three villages. The hall committee will provide social activities and bar/food if the event goes ahead.

Action:

George to contact Jayne Owen and see if she is willing to speak with past village co-ordinators about resurrecting this event, and to attend the meeting.

- 5th November – Bonfire Night Party
- December (date to be confirmed) - Christmas Dinner.

10. Publicity/Marketing:

- a. Website www.llanishenhall.co.uk
Steve McNally has suggested that we use the Google calendar for updating the hall availability section of the website. This was agreed. Jocelyn to supply update details to Steve.

Action:

Steve/Jocelyn.

- b. Booklet:

Martin has agreed to run off batches of booklets as and when required, if Steve can provide him with a copy of the original on a CD.

Action:

George to ask Steve to get CD to Martin.

11. Health and Safety:

No current issues.

13. Any Other Business / Items for next month's agenda:

None

14. Correspondence:

None.

16. Date of next meeting:

Thursday 25th June 2009 at The Hall, Llanishen, 7.30 pm.