

**Minutes of the Meeting of Llanishen Parochial Hall Management Committee,
held on Thursday 4th March 2010.**

Committee Members Present:

David Jones, George Weston, Debby Blakebrough, Babs Hempstead, Martin Sullivan.

Apologies:

Muriel Jones, Angela Paley, Jocelyn Hickling.

1. Public Participation

None

2. Minutes of last meeting to be agreed:

The minutes of the January 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:

None.

4. Finance:

a. Treasurer's Report:

Jocelyn had given Dave a verbal summary of the financial situation at end of February, as follows:

Surplus of income over expenditure: £812.

Babs also has £100 from Panto takings to contribute, which is not included in the above figure.

No large bills imminent.

Soft-play parties are increasing nicely after the winter lull.

Youth club doing very well.

b. Outstanding bills / cheques for signature:

George is owed £21 for reimbursement of fee for temporary event notice for the Christmas dinner, plus £34.66 for the car parking sign – total £55.66.

5. Glebe Field:

a. Bike Area/field access:

Action: Dave to ask Gary Jones to obtain and erect gate-post. Ongoing

b. Risk Assessments:

Debby and Dave to write generic assessment. Ongoing

c. Container:

The bad weather has prevented the committee from completing the painting of the container. New date to be set when the weather improves.

d. Overspill car parking:

Sign ordered from Chillipepper Signs, Monmouth. George will collect next week and fix it to wall.

6. 2010 Committee:

Four elected posts:

All filled: Dave, Jocelyn, Martin and Debby re-elected unopposed.

Five rep. members:

Four appointed/reappointed: George (TUCC), Babs (Panto), Muriel (Bowls and Whist) and Angela (Soft-play/Youth Club).

One vacancy (church) remains unfilled for the third year running. We could appoint another rep. member to take up this vacancy, as it is now clear that the church is no longer interested in appointing a member.

We also have the power to appoint one other additional rep and to co-opt one more for specific projects.

All in all, we could appoint up to three more members (two reps and one co-opted).

Action: Dave to approach likely candidates.

7. Funding/Grant applications, etc:

Jeff Edgson has kindly taken on the organisation of applying for the MCC CEDS grant, has organised questionnaires and has now submitted our bid to MCC.

Letters of support still required from social worker and Kaleidoscope (Debby).

Jeff to approach GAVO for further ideas on fund-raising.

8. Maintenance, cleaning, etc.:

a. Progress:

- Guttering parts now obtained.
Action: Dave to organise fitting (with Gary).
- Loft-ladder now fitted (discharged).

Hedge along Watery Lane now trimmed by Ian Morgan (discharged).

- New padlock required for oil tank. Ongoing
- Golf game still not sold – now stored in the container - ongoing
- Rubbish Collection/ Recycling points:

Action:

Dave to arrange with Ian Morgan for bottle bank and can bank to be shifted to new site on other side of car-park. Ongoing.

- Need for a clear-out of clutter, including old computers, etc.
Action: All to pick up something from time to time and take to Monmouth amenity site. Ongoing.

b. Overspill Car Park notice ordered (discharged):

c. Proposed Maypole:

Roy Smith-Jaynes has proposed constructing and installing a maypole, which

could be used indoors or out. The committee discussed the proposal but decided to thank Roy but decline his offer. However, it was suggested that perhaps he might instead wish to use his outstanding artistic abilities to help brighten up the foyer – some murals, perhaps?

Action: Dave to talk to Roy.

d. Proposed barbecue:

Amanda C had proposed that a brick or stone-built barbecue should be constructed near to the hall. This was discussed and agreed. The end of the front lawn, near to the field and opposite the double doors would be the best position.

Action: Dave to talk to Amanda about details, costs, etc.

9. “Meet and Greet” rotas for the next month:

Agreed (Dave and Jocelyn).

10. Forthcoming events/licensing requirements:

Premises licence has now been updated to include the sale of alcohol. No need for any further temporary licences.

May ball proposed – possibly 29th May. To be confirmed. This could change, dependant upon the possibility that it may clash with the Llanfihangel band concert. When is this? Is it still on?

Action: Jocelyn to check and advise.

Possible future events to be considered for the amphitheatre (June?). Could borrow inflatable stage-cover from Gary Clayton? To discuss at future meeting.

11. Publicity/Marketing:

None

12. Health and Safety:

George has asked Thomas Brown Electrical for a quotation for an electrical “fixed-wire” inspection. Engineers have visited and carried out a check. Quotation to be supplied soon.

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

Dave and Neil still researching possible replacement heating systems. So far, it has been established that a ground-source system would probably be best, perhaps under the proposed MUGA.

Ongoing.

Smell under the art-room sink (clay-trap). Dave to check this out.

14. Correspondence:

None

15. Date of next meeting:

Thursday 25th March, 7.30 pm, at The Hall