

**Minutes of the Meeting of Llanishen Parochial Hall Management Committee, held on Wednesday 1<sup>st</sup> December 2010.**

**Committee Members Present:**

George Weston, Debby Blakebrough, Jocelyn Hickling,  
(Meeting chaired by Debby Blakebrough)

**Apologies:**

David Jones, Muriel Jones, Angela Paley, Martin Sullivan, Babs Hempstead.

**1. Public Participation:**

None

**2. Minutes of last meeting to be agreed:**

The minutes of the meeting of 28<sup>th</sup> October 2010 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 distributed the cumulative income and expenditure summary. Current account cumulative income over expenditure amount for the year as at the date of meeting has again improved, from -£318.52 last month to -£106.44. This does not include recent bar receipts and it is confidently expected that, taking into account forthcoming events, we are likely to at least break even by year-end. Oil tank was refilled at end of October and is currently about half-full

b. Outstanding bills / cheques for signature:

Ground-rent bill from MCC (£46) received yesterday.

**5. Glebe Field:**

a. Gate-post:

On hold for the present

b. Risk Assessments:

Debby arranging with MCC Youth Service for risk assessment. Ongoing

c. Container:

Container painting; still to be top-coated/clad. Peter Copp has volunteered to clad the container. Ongoing.

**6 Funding/grant applications, etc:**

None currently. On hold for the present.

**7. Maintenance, cleaning, etc.:**

**Actions:**

Jocelyn to get quotes for fixing fascia and loose roof tile.

George has donated his old fridge-freezer. Currently temporarily with Jeff, who will take it to the hall shortly.

Art-room door needs fixing.

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

Jocelyn will arrange outside of the meeting.

### **9. Forthcoming events:**

**Saturday 4<sup>th</sup> December** Xmas dinner.

Date confirmed and in November's Village News.

**Actions:**

Catering – Babs and Angela to arrange.

Bar stock – Jocelyn to arrange

Getting hall ready – all to dig in as available, please, from 11.00 am.

**Friday 17<sup>th</sup> December** The Narth Singers – carols etc.

Bar required from 6.30 pm.

**Actions:**

Jocelyn to obtain bar stocks for this and the following evening.

Volunteers required to run the bar.

**Saturday 18<sup>th</sup> December** "Rock yer sox off with Prolapse", Pre-Christmas Village Hop.

Bar required.

**Actions:**

Debby to obtain "nibbles".

Volunteers required to get hall ready on Saturday afternoon and re-stock bar.

Volunteers also required to run bar, from 8.00 pm

**Saturday January 22<sup>nd</sup> 2011** Mexican Night with music from Poco Latino.

Date confirmed.

### **10. Health and Safety:**

We need to formalise our periodic checks of alarms, fire equipment, etc., and to document checks made.

**Action:** George to get record books prepared and start doing checks periodically  
Ongoing.

### **11. Any Other Business / Items for next month's agenda:**

None.

### **12. Correspondence:**

None.

### **13. Date of next meetings:**

**(a) Thursday 13<sup>th</sup> January 2011, 7.30 pm. Meeting to be confined to preparation for AGM and requirements for Mexican Night on 22<sup>nd</sup> Jan.**

**(b) AGM, Wednesday 26<sup>th</sup> January 2011, 7.00 pm.**