

Minutes of the Meeting of Llanishen Parochial Hall Management Committee, held on Thursday 20th September 2012.

Committee Members Present:

George Weston, Jocelyn Hickling, Jeff Edgson.

Apologies:

Babs Hempstead, Martin Sullivan

1. Public Participation:

None.

2. Minutes of last meeting to be agreed:

The minutes of the last 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. Jeff presented the treasurer's report

Income over expenditure for the year currently +£543.70

Current account balance +£2,654.76

Capital account balance +10,943.47

b. Outstanding bills, cheques, etc.: The bill from Fire & Safety for fire extinguisher service has now arrived and has been paid.

c. Jocelyn reported that the Performing Rights Society (PRS) has now been merged with the Public Performance Licence authority (PPL). A joint PRS/PPL invoice has been received for £467 (last year, this was £180). We apparently have no option other than to pay the amount demanded if we wish to continue to host live music events and play recorded or broadcast music. Reluctantly agreed to pay.

d. Charity Commission annual return of income and expenditure for 2011: latest date for submission is 31st October.

Action: Jocelyn/Jeff

5. Heating system:

It was agreed to leave the oil heating off for the time being, until the weather gets colder, and rely on the air-exchange units.

Les Lewis has now received the new baffle plates for the boiler and will install them shortly.

Action: George to arrange access for Les Lewis

6. Funding/grant applications, etc:

Jocelyn reported that Lucia had suggested we put in for a grant for small sports items (e.g. yoga mats, etc). Lucia will make up a "wish list", with prices, and get this to Jocelyn.

Action: (ongoing) Debby to find out what grants are available on receipt of wish-list.

7. Maintenance, cleaning, etc. (ongoing):

Door-restraints broken on two external doors – at rear of stage and one of the double glass doors.

Action: (ongoing) Glenn offered to inspect and see if anything could be done prior to getting someone in.

George has contacted Jude Security and asked them to visit, check serviceability of the intruder-alarm system and re-program the telephone call-out system (delete Dave Jones and Sue Mossman, and add Jeff and Glenn).

Action: George to arrange access for engineers

The PIR lighting sensor in the ladies' loo has been replaced by Andi Francis. Some "cosmetic" filling needs doing to the wall. (ongoing).

Jeff agreed to obtain and fit a new handle for the door of the soft-play cupboard.

The wildflower meadow needs to have its annual mow. Agreed not to mow the rest of the glebe field until next year.

Action: George to contact Ian Morgan.

Soft-play equipment: the bouncy castle and mats are showing signs of wear. It was agreed that we need to start thinking about obtaining replacements, which would cost in excess of £2,000. Agreed to see if there are any grants available.

Action: (ongoing) Debby to see if any grants might be available

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

Jocelyn/Jeff/Angela to arrange outside meeting.

Angela will handle bookings while Jocelyn is away on holiday (back 3rd October).

9. Forthcoming events:

Sat. 20th October: Liam Musselbrook's fundraiser. Bar required.

Sat. 3rd November: Panto group variety show

Mon 5th November: Bonfire night event

Action: George to send email to local residents requesting wood for bonfire, and to do a poster for notice boards.

Thur. 8th November: Craft evening, in aid of hall funds.

November? TBC: Roy's quiz night: Suggestion: quiz and curry night? To discuss at next meeting.

Sat. 8th December: Village Christmas Dinner.

January 2013? TBC: Suggestion for a 3-village winter (indoor) challenge seems to be gaining support.

To firm up ideas at next meeting.

11th or 18th May 2013: May Ball.

Action: Jocelyn has asked Al Gray if Poco Latino will be available. Awaiting confirmation.

June 2013? TBC: Llanishen Open Gardens Day 2013: Jeff to check with “gardeners” and agree a date.

15th June 2013: Lucia’s wedding party.

10. Health and Safety:

No new issues.

12. Publicity/advertising:

George has spoken to Roy, who will liaise with Andy Sherwill over publicity in the Wye Valley Link.

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

None

14. Correspondence:

None.

15. Date of next meeting:

Thursday 25th October, 7:45 pm, at The Hall.