

DRAFT MINUTES OF THE PELHAM HALL MANAGEMENT COMMITTEE

Monday 7th November 2016 at 7.00 pm

PRESENT: David May (Chairman), Janice Harrhy, Ann Oakley. Cindy Holton, Sarah Haeffner, John Bradley, Adam Burt-Jones, Maggie Tudgay, Anne May (Treasurer)

1. **Apologies for absence:** Ros Robertson, Roger Forbes

2. **Minutes from previous meeting**

2a The Minutes were accepted by all present

2b Agreement to make Minutes public – Agreed by all present

2c Actions from last meeting

- Social Club dissolution – Adam reported that Anne had closed the bank a/c for the Social Club and transferred the funds (assets) to the Pelham Hall a/c. The Social Club committee needs to meet (4 people: Roger, Adam, Ruth Bastow and Anne) to agree to dissolve the Social Club. It is hoped they will meet on Thursday, 10th Nov. Cindy wanted to know if the life members needed to be contacted. Adam will look into this. **AB-J TO ACTION**
- Air freshener for Pelham Hall Reception area to be purchased **RF TO ACTION**
- DDA “Access Statement” revised and accepted for Pelham Hall (tell it as it is) **DM to Action on Website and RR to laminate copy for Reception at Pelham Hall.**
- Site plan - disabled access/facilities identified and to be added to existing Hall plans. DM has copy **RR to Action DM sent the site plan to RR. To be followed up. - PENDING**
- Disabled parking signs – agreed one additional sign to be ordered. **CH/RR to Action. CH will action.**
- DDA Policy Statement - Politically correct language to be introduced. JH has sent it to R MCGonigle to look at. JH offered to rewrite this as the language was politically incorrect. JH offered to try and access some free legal help before the policy document is discussed again. **ACTION: JH has it in hand.**
- **JH offered to obtain costs of a doorbell for the door which leads from the cricket pitch to the back of the bar to enable those who cannot make the stairs to be let in. JH to Action. PENDING**

3. Declaration of conflicts of interest

- None

4 Treasurer’s Report - Breakdown attached.

TOTAL EXPENSES 1/4/16-31/10/16	£ 14,597.83
TOTAL INCOME 1/4/16-31/10/16	£ 18,989.87
PROFIT/LOSS	£ 4,392.04
BANK BALANCE ON 31/10/16	£ 23,813.64

CH suggested asking those who have keycards but do not use them to hand them in for reuse.

5. Committee sub groups

Events Committee Report:

- Minutes of [20 October meeting](#) already circulated
 - Harvest Supper was cancelled
- Forthcoming events
 - **November 11th: Film Night** - Sing Street
 - **November 19th: Quiz Night**
 - **December 3rd:** Church event
 - **December 9th: Film Night** - Absolutely Fabulous The Movie
 - **December 15th (Thurs):** Narth singers
 - **January??** Tash is keen to organise an authentic curry night.
 - **January 28th:** Burns Night (Art in Penallt)
 - **February 17/18th?** Monmouth Male Voice Choir

Next meeting in 10th Nov.

Building Committee Report

- £200 now received for cellar equipment from Chris Inn at Penallt.
- Main hall lighting
 - 1. £3000 for “gold-plated” solution
 - 2. £2000 for professional replacement of fluorescents with LED tubes
 - 3. £1200 for DIY replacement
 - Consensus is to go to Browne Electrical for solution 2 and see if we can keep the cherry picker over the w/e so we can paint the wall...
 - Kitchen update
 - Grant application to MCC rejected
 - New application being made
 - Extra pair of hands
 - Lance Rowell can spare some time to help
 - Security system
 - The keycards are no longer made. We have about 20 spare, but now no way of identifying who accesses the Hall as the old dot matrix printer has died and cannot be replaced.
 - Miaren Systems have been asked for a quote.

ACTION: AM/ RF TO CHASE UP.

•6. Community car chargers for Monmouthshire

“Gwent Energy CIC is a community energy company, interested in helping village halls become more self sustainable.

They are inviting us to take part in installing a community Car Charger for Monmouthshire. It is their hope that this will increase tourism and visits to the area, as well as bring our village hall extra money in the sale of tokens for this car charger.

Is the committee interested in this? There are grants available for this.

We have already installed our first one at Bridges Centre in Monmouth, and hope to make these more common in Monmouthshire

Are you or anyone free to meet us on Wednesday 9th Nov?"

- Action: DJM to email village mailing list and ask if anyone in the village is interested in this?
- This company has installed photovoltaic panels in Devauden. If we are interested in installing them on the village Hall roof we could contact them.

8. Date of next meeting. Monday 9th January 2017

9. AOB. Sat function: CH is looking for help

The meeting was declared closed at 8.05 pm.