

PELHAM HALL COMMITTEE MEETING, 3RD MARCH 2019

Present: David May, Nigel Roles, Ann Oakeley, John Bradley, Lance Rowell, Sarah Haeffner, Geraint Thomas, Jan Harrhy, Andy Henstridge, Adam Burt-Jones, Nikki Scarr

Greetings to Nigel Roles who will be Ann Oakeley's replacement from the AGM as Bowls Rep.

Nikki Scarr was welcomed.

1. **Apologies:** Roger Forbes, Karen Rollings

Commented [DM1]: Phil Harris? Did he send an apology?

Commented [AM2R1]: no

2. **Minutes of last meeting**

Acceptance of minutes of 7th January: Amendment: "Gwent Power could NOT produce a solar system in time." Accepted with that amendment.

Agreement to make public – Yes

Actions held over from previously - None

3. **Matters arising not on the agenda**

Snowmen visit: Karen will contact Ruth Massey whose father started the Snowmen visit to Penallt and follow through with the enquiry/booking. Ruth Massey still away. Action still pending.

ACTION: KR

Loans (AH)

Tennis/Cricket loans: Andy will continue investigating the "payback" possibilities.

Cricket Club would like their £350 yearly rent taken off the outstanding loan, agreed on a yearly basis. Should we proceed?

Tennis Club currently owe us £240 for Key Cards, should we offer to reduce our loan to them by this amount?

SUGGESTION: check on loan note when it was taken out.

AH will, with AB-J's input, write to the two clubs re the loans, suggesting and asking for their written input on ways to pay the loans off.

Cricket Club: outstanding loan: £5,501. Interest free. Possibly a yearly agreement to let the Cricket Club off the rent which is currently £350/annum

Tennis Club currently owe us £120 for Key Cards recently provided, should we offer to reduce

our loan to them by this amount? 10 more cards are being held (not paid for by the PH Tennis Club) as reserve. Suggest: offer £120 and that we will look into drawing up plans for amended door position.

4. Declaration of Conflict of Interest - none

5. Treasurer's Report April 2018 - March 2019 (AH)

Total Income	£35,646
Total Expenses	£38,896
Bank £20,265 +	
Floats	£563
Outstanding invoices	£1037
Outstanding expenses	£1200 approx
Donation of	£55 from Becky Armstrong
Donation of	£29.50 anonymous

Notable Figures (AH)

Panto

Income

Ticket sales	£2678.46
Bar profit	£566.08
Programmes	£111.00
Raffle	£566.00
Ice Cream profit	£32.45

Expenses £470.85

Overall profit £3483.14

5. Committee Sub-groups

5.1 Events Committee Report (JH)

27th Feb minutes circulated already.

JH would like to purchase fairy lights £100 for the main hall.. Agreed. Lance and JH agreed for warm white lights. Lights on truss staying there until after 11th so will be there for the ceilidh.

ACTION: JH

Feedback requested re classes desired for next meeting of Events group.

ACTION: DM?

5b Premises Report (JH)

Richie Bentley has fixed the rotten handrail at the end of the verandah near the tennis courts; fitted 12 new LED emergency lights ahead of the Panto; replaced 2 dodgy gang switched sockets **in the main hall and no.4 heater (main hall) switch in electric cupboard.**

He identified a possible crack in the fibreglass gully running down the gable end of the tiled roof (overlooking the cricket pitch) which maybe causing a damp patch on the main hall ceiling. He could repair it.

Window Doctor quote: £830. Agreed to go ahead with this. PH can fund this.

ACTION: JH

5c Bar Report (AH)

Pat Jones has volunteered to look after the Bar Rota.

Need to follow up offers of help from the survey. Pat can contact them once she is given the list by David.

ACTION: DM

6. Funding of future projects update

6a. Solar Energy Project (AH)

Panels now up and working for nearly 2 weeks. The system was installed and working at a cost of £14,340.

Awaiting final paperwork 11/3/19 as the company has to wait a statutory fortnight before they can register PH for the FIT tariff, but we will get the payment for what has already been generated.

Both companies had said we do not need planning permission, but when JH checked this with MCC the Planning Officer would not give an indication whether or not planning permission was required without completing a Pre-application Advice Request because PH is a non-domestic building. JH submitted this request on 23.1.19 and the Planning Officer advised that planning permission was not required, but this is not a legal determination. If we require a legal determination we will need to submit an application for a Certificate of Lawful Development for a Proposed development. The fee of which would be £95.

Do we want a Certificate of Lawful Development? Agreed we do: JH will complete the paperwork.

ACTION: JH

Dongle and Solar PV display for foyer still need to be provided by Green Park Power as well as removing the packaging at the side of the Hall.

Last September Andy renewed our electricity contract with SSE through a charity: Energy price fixed at 14.00p/kWh until 1/9/2020 and 16.61p/kWh until 1/9/2023. AH has all the contract details.

6b Lift Project (AH/DM)

JH did a spec and sent it out to 6 companies including Stiltz. All except Stiltz have said they cannot fit lift – stairwell area is too small. Stiltz to come out again on Thursday, 7th March at 9:00 am to check it can be fitted. They have a new Trio Classic lift not required by a customer and are offering it to us for £2000 less than price quoted. It is 104 cm wide. The Trio Plus is longer: 127 cm and designed to take standard wheelchair.

£2000 deposit requested for lift, returnable if we cannot pay for it. JH will get this in writing

Quotation March 2019 Trio Plus £15,900

or Trio Classic £12,950 (price after reduction) – reserved awaiting decision from PH.

Agreed to delegate the decision to JH/AH/DM.

ACTION: JH/AH/DM

An application is being made for £10,000 from the National Lottery, the decision will be made in approximately 10 weeks.

Funding currently in place

£3000 from Bernard Sunley Trust (use by June 2020)

£1866 from car show? (could be used for the lift fund if necessary. Not specifically designated as such

£879 25th Celebrations? (ditto)

£3483 from Panto

Total £9228

Commented [DM3]: I don't think this had anything to do with lift funding so shouldn't be listed here. It might just as well be earmarked to pay for the solar panels!

If we get the £10,000 lottery funding, that and the £3,000 from Bernard Sunley Trust will nearly pay for all the lift costs. So AH would like it to be made clear to the Panto people what their contribution to funds will be put to. If we don't get the lottery funding, all the Panto money and 25th celebrations and PH 100 Club money will go to lift. No final announcement can be made until we know if the lottery application is successful.

ACTION: PENDING

7. Village Survey (DM)

Delivered to every property in the village in January.

77 responses – report circulated to committee and are shown on website.

Important points :

F & C night most popular

Education sessions most popular. DM emailed back to those who responded to get further information and is gathering responses.

Concerts popular also. Events group looking into that topic.

DM will go back to the respondees on particular topics in due course.

DM went back to respondees who expressed interest in maintaining footpaths, a meeting was held on last Monday and now a group has been identified prepared to be involved. DM will, within the next couple of weeks, organise a meeting of those prepared to be on a steering committee.

ACTION: DM

8. Website future (DM)

Use of Firefly will come to an end

Need to find another CMS to run the site:

- Which software is best for us?
- Learning curve could be long
- Migration will not be easy ...

- Help is required

DM has been talking to Nikki Scarr re this. If anyone has any contacts who may be of assistance on this project, please let DM know.

ART in Penallt has a webmaster. Not free. Amanda Jack may know. DM to contact her.

Billy Tebbutt (JH's son) Will be back on 17th March and could be approached. JH will DM know.

ACTION: DM/JH/ALL!

9. Date of next meeting and AGM

It was agreed to hold both on Monday 13th May, with the Management meeting immediately following the AGM.

DM reminded the committee that a new Chair needs to be elected. The outgoing Chair will provide the agenda for the Management meeting.

ACTION: DM

10. AOB

Lighting? MCC not progressing on this, so JH went ahead and got Richie to install the new LED emergency lighting (see 5b above).

Liftometer (AB-J)– it was agreed that it was not worth doing at present because of the funding that may come in.

Who follows up the village survey feedback? (AB-J)

DM suggested that in the absence of a separate village group, that the Village Hall committee is best placed to follow through on the topics raised.

Footpaths: DM said the Footpath issue is already underway

Speed limits: AB-J explained that the best way to deal with this topic is to approach the Highways Agency and ask for advice on how to make the village safer. Highways Agency will come out and assesses the situation. No decision was made as to who should take this forward. To be discussed further.

PMN: DM has raised this with TUCC and the issue will be on the next TUCC meeting agenda

ACTION: PENDING