

## **The Trustees of the Allardice Hall, Parkham**

Meeting date: 14<sup>th</sup> January 2020 at 7.30pm

Present: Richard Brooke, Tony Lang, Sue Greensill, Margaret Clark, Pauline Sargent, Marian Scambler, Nick Day, Pauline Bourne, Garry Jennings, Marcus Lang, Phillip Priest, Marion Attewell, Emma Beer

Apologies: Linda Bird, Rachel Sanders

### **Any Other Business**

MC: Profit from the Christmas bingo was £776.00 due in part to the generous discount provided by Honeys on the poultry offered for prizes.

### **New Cleaner**

There were three strong applicants but Jo Lewis was appointed and is now in her second week. Going very well! Helen can be called upon for any advice should it be necessary. Penny and Jo have met to discuss pay which has been settled with one or two ends to tie up. Linda Bird will be asked to liaise where required and Jo will keep her own hourly record.

RB has already written a letter of thanks to Helen for her years of valiant service and it was agreed that a Bell Voucher be purchased for her to the value of £50.00.

### **Upcoming Events**

May 8<sup>th</sup>: The swing band has been provisionally booked by PO at a cost of about £500.00. The magician for the children's entertainment has also been booked and confirmed at a cost of about £220.00.

RB is to approach JT re an application for funds from the Babeleigh Turbine fund however he thinks that Devon Policy is currently that no applications can be made for 6 months. It tends to be slow process.

EB & PO are to apply to the Parkham Parish Council for a grant to cover some or all of the cost of the band/magician.

The Parish Lands account would be applied to for funding also (will not come through until after the event if successful). Any shortfall in funding could be covered by fundraising events after May 8<sup>th</sup>.

Garry Jennings was thanked for the success of the pumpkin event and plans to continue with this were endorsed very enthusiastically.

Garry will obtain a Lottery Licence to enable sales of raffle tickets prior to the event – it was agreed that 1000 raffle tickets would be purchased for the May 8<sup>th</sup> event and this licence would also cover a raffle for the fete if it goes ahead this year.

The pumpkin event made £322 this year – profits were shared between the hall and the school. Well done Garry!!

### **Historic Photographs**

Ongoing! Although some were selected from the village archive, other photos have been provided by John Blaney that may be more suitable – decisions to be made.

### **Hawkcan View**

There have been two meetings of the sub-committee since the last meeting. 38 parishioners attended the consultation meeting on 10<sup>th</sup> December with a variety of ideas, suggestions and questions. The discussions that followed were constructive. Parishioners were invited to keep in touch with developments by phone and website. Ideas included tree planting, sports area, sitting area, growing area etc. Questions included car parking, bookings and maintenance. Lease agreement drawn up by Graham Bridger was a comprehensive document which the Trustees felt could be made much simpler. RB also took e-mail addresses of those present and is e-mailing regular updates to this group of interested parties.

There will be an open invitation to Parish Councillors to attend the sub-committee meeting as observers without entitlement to vote. Chairman of the Parish Council has already been invited to attend.

### **Heating**

The electric heater in the small hall is to be replaced with a radiator. The main heating system (installed Aug 19) was considered to be working successfully and could even sometimes be turned down. The new system has used approximately 1000 Litres of oil since installation.

### **Kitchen**

Counting of china completed – it was agreed that china should be purchased to achieve a uniform number of 150 of each component – tea plates, dishes, large plates etc. Also need to ensure there are 200 cups and saucers. Some simple tools need to be purchased such as scissors, a colander etc. – PS and EB to compile a list and to ask RB to price for agreement at the AGM – it was agreed that up to £150 would be acceptable.

### **Hearing Loop**

EB has applied for a grant for £2800.00 with the work estimated at £2830.00 – we await outcome of the application. PB will contact the provider when the grant is achieved – there will be no requirement to wait for another meeting before installation. If unsuccessful with the grant, the hall will pay for the loop. Other charities can be applied to but Trustees want this completed by June. RB reminded Trustees of PO's (Treasurer) letter reminding us of the position regarding hall funds.

### **Hall Floor**

A quote obtained for £700 - £800. The contractor could not guarantee a non-slip finish; “anti slip” was their terminology. The badminton club is investigating other halls with anti-slip finish. The badminton club will take on the painting of the court lines. There are roll out badminton mats but these are thought to be very expensive and MC pointed out that the hall floor needs doing anyway. The price of the mats will still be checked as this would mean the lines would not require reinstatement.

## **Sound Equipment**

Glynn Allen has been contacted and is willing to come and see what is needed for sound and lights. Steve Whitfield has re-marked the switches for the sound system and tested it – he says it is now working efficiently. There is a light bulb that does not work on the gantry and needs replacing. MA will contact GA again to find out when it is convenient for him to come and she will also ask about some training which EB felt would be very useful.

## **Any Other Business**

MC: There has been an enquiry about hiring the committee room and the kitchen for a private enterprise to run a pop up kitchen (28/3/20) – the price would normally be £100 but Trustees felt this would not make the event viable so £60 (with kitchen charge included) was agreed as a one-off concession.

SG: PO has sent a bill to bowls for some afternoons where the hall was not actually used by the bowls club. Historically, these afternoons have not been paid for despite being pre-booked – it was agreed that these charges would be waived but that payment would be required in future so bowls must ensure that they cancel any unrequired sessions in advance.

MC: Some windows are not airtight. PP said he would adjust these and call the window fitters to come if required.

RB: Noted that AGM must be separate from a general meeting.

## **Dates of Future Meetings**

AGM Tuesday 11<sup>th</sup> February 2020 at 7.30pm

Ordinary Tuesday 11<sup>th</sup> February 2020 at 8pm