

MINUTES OF THE PELHAM HALL MANAGEMENT COMMITTEE

Monday 7th September 2015

PRESENT: David May (Chairman), Anne May (Treasurer), Ros Robertson (Secretary), Sarah Haeffner, Cindy Holton, Sue Dean, Roger Forbes.

1. Apologies for absence

Maggie Tudgay, Ruth Bastow, Adam Burtt-Jones, John Bradley.

2. Minutes from previous meeting

2a Minutes of 15th June 2015 accepted by all present,

2b Agreement to make Minutes public.

2c Action List for April/May/June/July/August

April/May.

- a. Bar Equipment in cellar – **RF** has looked into the matter and sought advice. To be of any commercial value, this equipment needs to be in daily use. All present agreed that this equipment be disposed of at no cost. **RF to ascertain scrap value, and organise disposal.**
- b. Dishwasher Grant Application to be made to TUCC for £1000.00 maximum **DM to action.** It was suggested that The New Grove Trust also to be considered as a possible revenue source. Previously suggested by PW.
- c. Grant applications and/or grant suggestions to be passed to John Bradley.

June/July/August

- a. More publicity of any future film nights will be done via Face-book/Blackboards. There is a need to supply a list of potential films to gauge what kinds of films would be popular. And the ages to which they would appeal. **Still being investigated.**
- b. Telephone Point in Pelham Hall. After discussion it was felt that due to the poor telecoms signal in Penallt there would be limited use of this facility.
- c. Thrust Plate installed at Pelham Hall front door and paid for.
- d. Cost of double-glazing – J Moylett to visit Pelham Hall to agree work and price. **RF Action. Grant to be sought - JB to Action.**
- e. **1) AM to formulate the Rules for the 100 Club and circulate to members for consultation. AM Action.**
2) Leaflets printed and distributed in Penallt.
3) Outcome to date: 42 members paid for September draw on Thursday 10th September 2015. Winner's to be notified.
4) All Committee - actively encourage villagers to support the 100 Club initiative.
5) Suggestion put forward for 100 Club 'Draw Evening' - encourage others to attend and make the draw evening a monthly social event. Special Offer of Drinks at the bar to be 'buy one get one half price.'
6) Suggestion that names and numbers of the 100 Club be entered on the Penallt website This will be reviewed and therefore remains action pending. Draw evening

winners to be published and notified of the way to claim their prize. **Personal Email suggested.**

2d Matters arising not on the agenda

Dishwasher Purchase. The fund raising 'Washtub Lunches' that take place once a month and undertaken/organised by Gill Bouchier and Amanda Jack - Need greater take up.

3. Declaration of conflicts of interest. NONE

4. Treasurer's Report

OUTGOINGS			INCOME		
	APRIL	£1,569.85		APRIL	£1,396.72
	MAY	£849.00		MAY	£3,188.59
	JUNE	£1,080.44		JUNE	£58.50
	JULY	£516.18		JULY	£1,415.64
	AUGUST	£218.08		AUGUST	£1,186.58
	SEPTEMBER	£1,185.76		SEPTEMBER	£817.30
	OCTOBER			OCTOBER	
	NOVEMBER			NOVEMBER	
	DECEMBER			DECEMBER	
	JANUARY			JANUARY	
	FEBRUARY			FEBRUARY	
	MARCH			MARCH	
	TOTAL	£6,772.50		TOTAL	£ 8,365.54

Major Expenses included:

- Hall maintenance and repair: Painting walls, phase 1 (£500.00) phase 2 in September. (Bowls Club to be consulted regarding end wall).
- Pest Control quarterly service

We will have a major expense when refurbishing the downstairs kitchen to meet current standards, even excluding the cost of the dishwasher and its fitment.

A renegotiated 2-year contract with SSE SWALEC for electricity charges from September 2015, very competitive, compared to other suppliers.

Major Income

- 100 Club subscriptions have started to come in, therefore a boost to our income
- Annual Subs received: 18 from 1/9/15
- Monthly Subs received: 22 from 1/9/15 and 3 to start 1/10/15
- Donation of £100 from Dr Horton
- Refund of £920.72 – bank charges dating back to September 2001 as we had been paying a 'small business rate' since then, rather than being classed as a charity.

A donation from the Pelham Hall Social Club is anticipated this month, due to be in the region of £3000.00.

BANK BALANCE 7/9/2015 10.30 AM £11,875.64

Average outgoings (April-September) £1,100.00 to £1,200.00 per month

Average Income per month (excluding 100 Club) (April – September): £1,200.00 per month.

Washtub Lunches - Profit to date £667.52 (this voluntary effort is being subsidized.)

5a Events Committee Report

Quiz Night. 12th September 2015

- Blackboards Out **CH to action**,
- Email potential participants
- Questions to be agreed and set
- A minimum number of questions is required

Other Events

- Report on the 100 Club launch
- Help with food preparation required for events
- Possible approach to D Harris for an event
- Co-ordinator required for events to work with CH.

5b. Building Committee Report

RF Verbal Report

- Internal Painting at Pelham Hall is **in progress**.
- Light problem in porch **RF action**
- Doorstop realignment needed in ladies toilet **RF Action**.
- Window sills to be assessed **RF Action**
- Mice droppings apparent on the ground floor Pest Control ineffective – reevaluate contract **AM to action**
- Rat container with poison in bar area Pest Control not effective – reevaluate contract. **AM to action**

5c Social Club Report

- Dishwasher update DM & RF looked at The Narth and Trellech. Evidence suggests that the cost for supply and fitting will be in the region of £2,300.00.
- Kitchen needs a hand washbasin installed to be legal. Cost implications of plumbing, bowl etc
- Kitchen rear door/Fire door entrance compliance
- Window Cleaning-internal and external to be agreed and arranged. **RF and/or AM to action**
- Cleaning of Tennis Club internal rooms and loos undertaken.
- Meeting set up with Pat Moriarty next week.

6. Date of next meeting - Monday 2nd November 2015 7.00 pm

7. AOB.

- **Annual Return completed – was actioned before the meeting**

The meeting was declared closed at 8.21 pm.