

# MINUTES OF THE PELHAM HALL MANAGEMENT COMMITTEE

Monday 2<sup>nd</sup> November 2015

**PRESENT:** David May (Chairman), Anne May (Treasurer), Ros Robertson (Secretary), Sarah Haeffner, Cindy Holton, Anne Oakley, John Bradley,

## 1. Apologies for absence

Maggie Tudgay, Ruth Bastow, Adam Burtt-Jones, Roger Forbes

## 2. Minutes from previous meeting

2a Minutes of 7<sup>th</sup> September 2015 accepted by all present,

2b Agreement to make Minutes public

2c Action List June & September

- a. Film Night: More publicity of any future film nights will be done via Facebook/Blackboards. **RF to Action** - supply a list of potential films to gauge what kinds of films would be popular and see what kind of audience these events would appeal to on an ongoing basis. As our subscription runs out in January 2016, we considered whether it was possible to screen another film before then. The general feeling seemed to be that it was not worth it as a film would cost £85 and would need a significant audience to cover the cost, and also that there were enough events happening over Nov/Dec period.
- b. Actions left over from September not covered later in the agenda
  - Bar equipment in cellar: **Action: RF to ascertain scrap value, and organise disposal.**
  - 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.**
  - Light problem in porch. **RF to Action.**
  - Doorstep realignment needed in ladies toilet **Completed.**
  - Windowsills top be assessed **RF to Action.**
  - Mice droppings apparent on the ground floor. Pest control would appear to be ineffective – reevaluate contract. **AM to Action**
  - Rat container with poison in bar area Pest Control not effective – reevaluate contract. **AM to Action**
  - Grant applications and/or grant suggestions to be passed to John Bradley.

2d **Matters arising not on the agenda**

**None reported**

## 3. Declaration of conflicts of interest.

**NONE**

## 4. Treasurer's Report

## Pelham Hall Committee Meeting, Mon 2<sup>nd</sup> November 2015

INCOME				EXPENDITURE			
APRIL	£	1,610.43		APRIL	£	1,568.89	
MAY	£	3,187.79		MAY	£	849.00	
JUNE	£	147.80		JUNE	£	2,434.59	
JULY	£	1,561.84		JULY	£	516.18	
AUGUST	£	2,336.48		AUGUST	£	218.08	
SEPTEMBER	£	4,947.30		SEPTEMBER	£	2,867.53	
OCTOBER	£	2,134.75		OCTOBER	£	2,716.69	
NOVEMBER	£	-		NOVEMBER	£	-	
DECEMBER	£	-		DECEMBER	£	-	
JANUARY	£	-		JANUARY	£	-	
FEBRUARY	£	-		FEBRUARY	£	-	
MARCH	£	-		MARCH	£	-	
<b>TOTAL</b>			<b>£ 15,926.39</b>	<b>TOTAL</b>			<b>£ 11,170.95</b>

**INCOME** was significantly increased in September by

DONATIONS	GRANT
£100 from Dr Horton £3,149.48 from Pelham Social Club	£1,000 from TUCC towards the cost of the dishwasher

**100 CLUB** income for September and October: £1,470, of which £263.50 was expended in prize money (£135) and £128.50 in printing costs (£110) and number tiles (£18.50). David made the wonderful tile frame.

Net income: £1,206.50

### MAJOR EXPENSES in September and October:

**PAINTING OF HALL:** £1,820 (under the £2,000 budgeted)

**REPAIRS** to glass-washer and vacuum cleaner: £65

**BANK BALANCE, 31/10/2015: £ 15,829.65**

### POINTS:

- AM has spoken to P & P regarding pest control and will meet Steve Morgan tomorrow when he comes for his inspection.
- A new dishwasher has been ordered and delivered. £1918,60 to be accounted for in November figures. Installation costs not yet known.

- Kitchen refurbishment is next on the agenda. We need to consider how much to put aside for this – or is there any source of grant money?
- Glass washer. Now purchased for £570.00.
- Shelving etc in bar storage area: approx. £300 (Richie Bentley)

*Anne May Treasurer, Pelham Hall Committee, 2<sup>nd</sup> November 2015*

### 5a Events Committee Report

A meeting was held soon after the Harvest Supper and there is now a count down plan for each event. Trying to implement it starting with Quarto on Friday.

See attached Pelham Hall Events Count Down Schedule.

Quiz Night 5<sup>th</sup> December

- Should be advertising this event now, hopefully flyers will be ready for Friday night.
- Need to contact Sally & Simon to see if they are willing to be quiz masters again. The Meal will be a Christmas meal **RF and CH to do the cooking.**
- There is a bar rota being developed and should be available shortly.

The 1<sup>st</sup> two events for 2016 are

- Burns' Night 23<sup>rd</sup> January 2016 Organised by Art in Penallt
- Twmpath 27<sup>th</sup> February 2016 Organised by Monmouth Eisteddfod.

A meeting will be held soon to plan for 2016.

Suggestions St Patrick's Day, St Georges Day, St David's Day.

6<sup>th</sup> Nations Rugby to be shown at Pelham Hall. England and Wales games provisionally

### 5b. Building Committee Report

- John Bradley is currently obtaining quotes for replacement glass and windows so grants can be applied for. Quote is £2489.52
- R Bentley has confirmed shelving in the bar store and installing fridge freezer in bar will be approximately £300.
- New dishwasher is awaiting installation and the plumber is pricing up a new boiler for the downstairs kitchen that will hopefully be installed by Friday. (The current boiler does not have enough pressure for the dishwasher).
- A new glass washer has been purchased and should arrive Wednesday.
- The painting at the Hall has been completed .
- Kitchen upgrade – draft plan received.

Circulate for comments/suggestions requested from Committee, and email other users of Pelham Hall. WI, Tennis Club, Bowls etc. Include Peter & Sue Flower.

### 5c Social Club Report

Meeting set up for 12th November

- To decide how to re-form the Social Club Committee which, according to its current rules, “shall consist of the Chair, Vice Chair, Secretary, Treasurer and not less than six nor more than fourteen Committeemen”.
- Once a committee is in place, then such things as rules update, general bar matters, membership, etc can be discussed by the constitutionally correct body.

**6. Date of next meeting - Monday 11<sup>th</sup> January 2016 at 7.00 pm**

**7. AOB.**

Complaint from CH and AJ

- The oven and kitchen work surfaces have been left dirty by other kitchen users.

Information Update.

- Bowls Group crockery has been replaced

**The meeting was declared closed at 8.10 pm.**