

# MINUTES OF PELHAM HALL COMMITTEE

**Monday, 24<sup>th</sup> September 2018**

**PRESENT:** David May (Chair), Andrew Henstridge, Jan Harrhy, Sarah Haeffner, Roger Forbes, Anne May, Anne Oakeley, Karen Rollings, Geraint Thomas, Maggie Tudgay. Rosemary Corcoran came during the meeting.

1. **Apologies:** Lance Rowell, John Bradley, Adam Burt-Jones

2. **Actions held over from previously**

i. Sale of oven progress? Now sold for £650

**DONE**

ii. Kitchen management. The consensus was that it would not be possible to find a single person to take on the role of Kitchen Manager. However, JH is being advised by Alwyn..., a Food Hygiene Inspector, regarding what is needed. Anne M will get copies for Jan of the check sheets used in Monmouth Baptist Church which is regularly used by different people who run groups there and which has a 5\* rating.

**ACTION: AM**

iii. JH will be organising AI to run a Kitchen Hygiene Training session shortly for all those involved in using the kitchen and those who will be involved in the hire of the kitchen to outside parties.

**ACTION: JH**

iv. Adam has CAD drawings of the building which he will give to Jan.

**DONE**

2. **Matters arising not covered by agenda**

Broadband connection to Hall.

- Went live on June 27 (non-FTTC)
- V poor speed - < 0.5 Mbps
- FTTC connection delayed from Aug 7 to Oct 9
- Peach will order upgrade on Oct 9
- 7 to 10 days to complete

**ONGOING ACTION: DM**

3. **Declaration of Conflict of Interest**

None

#### **4. Treasurer's Report April – Sept 2018**

Total Income £23,847.00

Total Expenses £12,775.51

Bank Balance £28,197.95+£800 Float

Notable figures

Classic Car Show £1826.97

Income from Room Hire £3851.90

Income from Bar £5977.43

Film Night Profit £139.00 ( Bar takings £220.98 )

Supper Night Profit £585.16 ( Bar takings £755.60 )

#### **5. REPORTS**

##### **5.a Events Committee**

###### **Report (RF)**

- i. Roger has agreed to chair the committee 😊
- ii. 25<sup>th</sup> celebrations (now Nov 10) – new programme
  - Dinner plus disco (Roger i/c with Paula Brady)
  - Invites to original Hall committee responsible for re-build
  - 25<sup>th</sup> anniversary cake
  - Tickets £7.50, or £5 before end Oct. Online sales only. It was clarified that if someone cannot book via online Roger Forbes will do an online booking on their behalf.
- iii. Village panto – 3 shows in February planned
  - Tom Rigby in charge. Meeting for all those interested on 27/9/18 in the Hall.
- iv. Wine tasting on Friday 30<sup>th</sup> November – Tom Innes, Fingal Rock (prov)
- v. Next meeting of Events Committee will be Thursday October 11<sup>th</sup>

##### **Outline Plan for PH Events 2019 (AH)**

AH suggested that the committee should consider planning for future PH events and offered the following plan for discussion, listing the events that are now regular on our calendar or which have been planned for next year:

- Approx. 12 Supper Nights
- Approx. 12 Fish & Chip Nights
- Food courses using the kitchen

- 6 Film Nights
- Art Workshops
- Games evenings – bridge? Scrabble? 10 pinbowling?
- Pantomime - February
- Litter Pick - March
- 1 Quiz Night
- 2 Arts Council of Wales Nights Out Scheme Events – Music or Theatre
- 1 Charitable Fund Raising Event to benefit another charity e.g. MacMillan coffee morning

This item was not discussed to any extent and will be on the agenda of the next committee meeting for further examination. All Committee members are asked to give some thought to this item so it can be discussed more fully at the next committee meeting. The list will be developed by the Events Committee at their next meeting. Andy also suggested that both committees should review this document at all of their meetings with the aim of planning 12-18 months in advance. The Main Committee should focus on providing direction and suggesting events. The Events Committee to deal with the detail organisation and suggesting events.

**ACTION: ALL COMMITTEE!**

### **Narth Singers & Thursdays**

Narth singers: AH suggested that because the Narth Singers' concert is free to attend and that they collect for a charity, we could give them the hall free for rehearsal and concert, but that they would pay for bar (incl bar staff) for their post concert party. This is the quid pro quo for not having rehearsals on Wed and to have concert on other than a Thurs. All agreed. Andy will contact the Narth Singers with this proposal.

**ACTION: AH**

It was agreed that the function of the Hall is to provide a service to the village and that Thursdays in future should always be for the village and not for outside events.

### **5.b Premises Report (JH)**

- Secured Richie Bentley 1<sup>st</sup> Thursday of each month for building repairs/maintenance – fencing, ceiling damp patch, gutter clearing etc.
- Drinks fridge bought as a job lot of kitchen equipment replaced fridge/freezer in bar & small freezer purchased
- Replace defective window panes and Tennis Club door Jan will contact the Window Doctor, the company that replaced 26 panes recently.

**ACTION: JH**

- Check drains. Jan will organise this. ACTION: JH
- Electricity. SSE has now agreed we have just one meter! AH estimated that we have used £1,800 of electricity since the new meter was installed, but despite him contacting the company regarding metering. We have only paid £1202 in the last 15 months, I expect we will be billed the outstanding amount at some point. A new rate for the next 25 months of 14p/unit has been agreed (up from 11.5p/unit, but this new rate is competitive).

### **5.c Bar Report (AH)**

The bar has been kept stocked by AH, JH and RF. RF organises the bar staff rota with GT.

Post Minute Note: AH to organise a meeting with DM, RF and GT to clarify such things as licence requirements etc.

### **6. Possible Future Projects**

At the May meeting we agreed that we should return to these issues and discuss whether funding from our own resources could/should be used. AH also mentioned the possibility of "S106 funding" where developers of new housing are required to fund local projects.

ACTION: PENDING

### **7. 65 bus service**

Rosemary Corcoran came to explain the campaign to save the 65 bus service. Three main users of the bus formed the "Friends of the 65".

They have set up a Facebook page (GROUPS: Friends of the 65 bus) and a Twitter a/c and are going to have a webpage by Christmas.

RC has been elected to the Monmouthshire Strategic Transport group. "all buses in existence at moment will be included" in the strategic plan.

Now looking for volunteers (a village rep) about timetables, clear a couple of bus stops of weeds etc. Peter Bentley has volunteered to be Penallt rep.

Richard Cope is to have in depth discussion with transport manager for buses.

Brian Mahoney has designed a timetable to allow time in town.

First bus of day may come through villages – the drivers are happy to come through the villages.

### **8. Date of next meeting**

Monday 5<sup>th</sup> November at 7:00 pm in Pelham Hall Bar

## **9. AOB**

### **TUCC Councillor**

After John Baldwin's resignation from the TUCC, there is a spare place for another Penallt councillor (2 places for each village – Mary Wakeling replaced Tessa Murray who died earlier this year).

DM feels it would be good to have PH representation on the TUCC which represents 7 villages. Five of the seven villages have village hall reps on the TUCC. Penallt and Whitebrook do not at the moment.