

# WEST HARPTREE MEMORIAL HALL

## CHARITY NO: 1061222

### MINUTES OF ZOOM MEETING HELD ON 26th APRIL 2021

#### **Present:**

Acting Chairperson: Simon McCombe

Vice Chairperson: TBA

Secretary: Sue Jory

Members: Bill Jory, Rick Zurburg, Hannah Colton, Sandra Colton

#### **Agenda:**

1. **Apologies for Absence:** Ginny Ireland, Lisa Pascoe, Karen McCombe
2. **Hall Renovations:** Ceiling and lighting finished; toilets nearly finished; all exposed pipes now covered; builders now concentrating on bar area; wall plastering to start this week; new radiators in hall are working; the walls in the hall will be painted white and the wall with the projector screen will be navy; the bar top will be sealed with epoxy resin and have the initials WHMH; bar area painted lighter navy; electrics for bar screen on Wednesday.

Hannah suggested that a push button door lock from kitchen to bar would be a better idea instead of a key lock. After discussion, the committee thought it would be a good idea and Simon would look into it. Also, after discussion, the committee agreed that a 'basic' tablet should be bought for the hall use only ie for contact payments etc.

**Kitchen:** Coffee machine has been purchased; the large urn will be removed and stored, and instead we will have a 5 litre 'instant' kettle. The committee agreed that we needed a larger fridge/freezer in the kitchen and this will be researched, and decision to be made at next meeting.

3. **Diagio Award:** We have been awarded £1,000, to be spent on the arts. Cannot be used for any children's activities. The Committee thought that the money could be used to provide a kitchenette upstairs which could be used for art classes for example. To be discussed at next meeting with further ideas. We should be receiving it soon and it has to be used within 6 months. It was suggested that the hall could be used as a venue for the annual autumn Chew Valley Arts Trail.

4. **Open Day:** The following Clubs are keen to attend: the Bridge Club; the Lunch Club and Adventurers; Pilates will give a poster and Sue/Bill will contact Emma and request a video; History Club; Dance club will do a small dance display on the stage at 4pm for 5 minutes; also Karen will display photos etc of work before and after of the renovation; plus information about our book cafe swop and forthcoming cinema events. Need to decide/organise games to attract families as well.

Simon will design posters and leaflets to advertise the event. The Committee would ask Paul if we could use his bbq.

5. **Euros/Olympics:** After discussion, it was agreed that we would contact The Crown to see what plans they had to cover the two events before we ourselves decide.

6. **6th May Election:** The committee were reassured that the builders would make sure that the hall would be ok to use, and would have working toilets. The public will go in the entrance and exit through the fire exit. Since our meeting, a Covid assessment has been carried out and it was noted that we require a better light outside the fire exit. To be discussed at next meeting.

Next zoom meeting on 10th May at 7.30pm