

WEST HARPTREE MEMORIAL HALL
CHARITY NO: 1061222
MINUTES OF MEETING HELD ON 26th JULY 2021 AT 7.30PM

Present:

Acting Chairperson: Simon McCombe

Vice Chairperson: TBA

Secretary: Sue Jory

Treasurer: Karen McCombe

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

Agenda:

1. **Apologies for Absence:** Ginny Ireland; Paul Hutton
 2. **Matters Arising:** The Committee Members would all like to wish Ginny a speedy recovery, and Simon McCombe was approached to take over whilst she is away. This was agreed by the committee. Rick would also assist Simon as and when available.
 3. **Covid - Future Arrangements:** It was agreed that with the lifting of restrictions from the 19th July 2021, all hirers should now make their own covid safe arrangements.
 4. **Cinema:** It was agreed that from the 11th September 2021, we would run monthly shows, ie 2nd Saturday of each month. Our film in September will be a science fiction action thriller, Tenet. Booking on line only with the maximum of 50 people, doors open at 7.00pm for a 7.30pm start.
 5. **Book Swap Cafe/Open Day Launch:** As we had to cancel our planned Open Day in June, it was agreed that we could have a 'SOFT' Open Day with coffee/tea and cake, 4 or 5 table sales, at the same time as the Book Swap. Rick suggested that the books should be kept in boxes for ease of transporting them back and forth. Leaflets for the cinema and book swap cafe will be produced and distributed to publicise the event.
 6. **Grant from Arnold Clarke:** We are using the £1,000 grant to paint the lobby, railings, fire escape door, fix the bannister, hall noticeboard, flagpole, new popcorn maker and hoover for upstairs. After discussion, it was agreed that we would have a small pole fixed on the outside wall, near the entrance.
 7. **Cleaning:** It was agreed that we would like our cleaner to give the hall a full clean on Monday mornings which would take about 3 hours and would be 'blocked off' in the hiring table. We would also require a brush through and toilet & kitchen clean every Thursday as well, (about an hour max). Sue will type up a "To Do Check List" for cleaning jobs.
 8. **Upstairs Heating:** Bill was concerned that Jiu-Jitsu would be cold in the winter due to the lack of suitable heating upstairs. Karen had already spoken to Jenny from the Lottery requesting money to finish the refurbishment of upstairs. Karen is drafting a 300 word report, asking for a further £10,000, and will add the heaters. The request mentions re-plastering; new carpets; blinds for the windows; partitioning for Covid and 'hot desking'; fire exit; stair lift.
 9. **Any other business:** Rick will look into putting the Welcome Booklet on Nextdoor
- Next Meeting: Monday 6th September 2021 at 7.30pm**