

WEST HARPTREE MEMORIAL HALL

CHARITY NO: 1061222

MINUTES OF MEETING HELD ON 4th FEBRUARY AT 6.00pm IN THE HALL

Present:

Chairperson: Ginny Ireland

Vice Chairperson: TBA

Secretary: Sue Jory

Treasurer: Karen McCombe

Members: Simon McCombe, Sandra Colton, Fiona Rochford, Rick Zurburg, Bill Jory
Paul Hutton, Trustee/Parish Council

Agenda:

1. **Apologies for Absence:** Hannah Colton, Debbie Rushworth, Michael Parsons

2. **Minutes of the Previous Meeting** were agreed as correct.

3. **Matters Arising:**

Harpree Hop - To date 30 tickets have been sold. Maximum number 52. Food and shopping details discussed. It was decided that on the day (5th March) at 9.00am we would set up tables, etc and prepare hall. Return in evening at 6pm with food etc and do final prep. Paul offered lights for decoration above stage.

Jubilee - Ginny reported that the majority of schools in our area were offering children commemorative coins. She would still try and source commemorative mugs for the children in West Harptree. It was agreed that we would do a bring and share picnic in the recreation area from 11 to 2pm, offering traditional games (eg egg and spoon, etc) plus stalls. Simon will approach Martin to see about a poster, and send out fliers in April. It was agreed that due to the amount of organisation necessary, that we would have a separate meeting just to discuss all the arrangements. This will be held on **1st March at 6pm in the hall.**

4. **Upstairs Refurbishment:** Painting of walls going well. The flooring to go down in next two weeks. Bannister and stair grips to go down. There have been inquiries about possible computer lessons upstairs and the committee agreed that it could happen. Speakers and blue tooth downstairs are going to be moved upstairs. £250 to be used for the sound system. Well done to Hannah who organised removal of large slate, plus the red chairs, and to Fiona, the removal of all outside rubbish.

5. **Emergency Post Code:** Rick suggested that it would be a good idea to display the Hall post code so that if an emergency should arise, the hirer would be able to give

the emergency service the exact hall location. This was agreed by the committee to be a very good idea and should be implemented as soon as possible. The notice would also include the location of the defibrillator (next to the Crown in the village). The notice will be displayed upstairs and downstairs inside the hall and on the notice board next to front door.

6. **Leaving hall tidy:** In order to ensure that hall users leave the hall in a tidy state, it was decided that an email will be sent round to all users to inform them that a Report Book will be left on the windowsill next to the door, for them to write any comments about the hall eg chairs left out and not stacked on stage; lights left on, etc.

7. **Locking the hall:** It has been noticed that some users are not locking the hall properly due to a deep groove in the wall. The door needs to be pushed right in, in order to find the correct housing for the lock. It was agreed that the groove will be filled in.

8. **East Harptree Church:** Very soon the church at East Harptree will be closed for work to be carried out. This will mean that St Mary's, West Harptree, will be in constant use and a good opportunity to advertise our forthcoming events.

Next meeting to be held at the hall: Monday 7th March at 7.30pm in the Hall.

Here are the dates for our forthcoming events:

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| 12 February | - | Cinema |
| 5 March | - | Harptree Hop |
| 26 March | - | Books/Craft Fair |
| 9 April | - | Cinema |
| 23 April | - | Bingo |
| 5 June | - | Jubilee weekend |
| TBA July | - | Books/Craft Fair |
| 10 September | - | Cinema |
| 17 September | - | Books/Craft Fair |
| 8 October | - | Cinema |
| 12 November | - | Cinema |
| 10 December | - | Bingo |
| 17 December | - | Books/Craft Fair |