

**Minutes of Meeting
Held on
Monday 21 May 2018**

Present:

Committee:	Karl Jenkins (Chair) (KJ)	Linda Easton (LE)
	Carolyn Frostwick (Treasurer/Acting Secretary) (CF)	Stacey Brindle (SB)
	Bill Barrie (BB)	Brian Godfrey (BG)

Members of the Public - Mr David Tuffs, Mr Mick Cooper, Mr Dave Tyler, Mrs Ann Price, Mrs Meriel Godfrey, Mrs Rebekah Budenberg

1 Apologies for Absence

Apologies were received from Amy Hayward-Paine and Tom Price

2 Minutes of Previous Meeting

The Minutes of the Meeting held on Monday 23 April had been circulated. It was agreed that the Minutes were a true and correct record of the Meeting. Proposed BB Seconded LE All Agreed

3 Matters arising from the Minutes

- 3.1 Mick Cooper has produced the Memories of Medbourne booklet and passed 500 copies to the Village Hall Committee to sell at £4.00 each. Mick has kindly paid for the printing costs and the Committee would like to express their sincere thanks to him for this very generous donation.
- 3.2 Since the last meeting Meriel Godfrey has kindly agreed to take on the caretaker role and Brian Godfrey has agreed to join the Village Hall Committee. The rest of the Committee are grateful to them for volunteering to help and welcome them to the team.
- 3.3 Rebekah will brief Meriel on the requirements of checking the defibrillator, so the responsibility will be passed on.
- 3.4 CF has spoken to the Insurers regarding the question of clearing snow and ice and the use of salt. We have been advised that the use of salt which turns visible snow into invisible black ice could leave the Village Hall open to a claim if someone falls and suffers an injury as a result. It would be better to leave surfaces untreated.

4 Treasurer's Report

CF reported that six weeks into the new financial year the accounts show a small deficit of £121. This is mainly due to the monthly standing orders for utility bills. Receipts from the coffee morning raised £205 and the Monday teas have raised £30 so far this year.

Action

RB/MG

5 Repairs and Maintenance

- 5.1 The light in the ladies' toilet is flickering. The bulb has been replaced so the starter may need replacing MG will check. MG
- 5.2 The smoke alarm has been going off intermittently. MG will check the battery and clear any insects that may be affecting it. MG
- 5.3 RB expressed concern over the sagging ceiling in the Hall which has been affected by the leaking roof. Until the leak can be permanently fixed there is not much that can be done. KJ advised piercing the ceiling to make a drainage hole for the water to escape.
- 5.4 Colin Lawson has stepped down from mowing the Village Hall grass due to ill health. RB and SB offered the services of their sons over the summer. SB will organise between them. CF has a contact that may be able to take it on if the boys are unable to do it. SB
- 5.6 The Village Hall mower has been retrieved from the sports club. MG will clear a space in the shed to house it with a can for petrol. A new padlock will be required for the shed. The mower needs servicing and BG recommended a business in Corby. KJ will liaise with BG to take it over to them. KJ/BG
- 5.7 RB agreed to cut the hedge on the right-hand side of the gate which is overgrown. RB
- 5.8 KJ raised the issue of an invoice for a mower repair which the Village Hall has been asked to pay. Mark Paine had borrowed a ride on mower to cut the grass prior to the coffee morning. The mower hit a tree root and sheared off one of the wheels. The invoice for the repair totals £190.00

Whilst it is appreciated that MP was taking on the job voluntarily to assist with the event, he was doing so without the authority of the Village Hall Committee. After some discussion it was agreed that on this occasion the Village Hall would pay the invoice for £190.00.

However, the following points were made.

The operation of a ride on mower when members of the public, children and dogs were present was a health and safety risk that the Committee were not comfortable with. In future, all works in the Village Hall and grounds should be approved in advance by the Committee and carried out when the Hall is not in use and no members of the public are present.

The Committee appreciated the help of the volunteers for the Coffee morning event and regret that the proceeds of the day have been cancelled out by the repair bill. KJ will advise MP of the Committees thoughts and suggest that a donation to replace some of the lost funds would be in order. KJ

6 Defibrillator

RB confirmed that the defibrillator was checked in May. A new secondary battery is required, and DT will supply a replacement. David Tyler advised that the pads may require replacement too. RB/MG will check. RB/MG

7 Heritage Lottery Fund

CF & RB are attending a meeting with HLF on 15 June to discuss a new application. Once we have a better understanding of the weaknesses in our project plan we can discuss the best way forward.

8 Forthcoming Events

No events are planned at present.

9 Any Other Business

9.1 The Committee does not have a replacement secretary appointed for when AH-P steps down. DT advised that he can add a flyer to the Parish Magazine if he receives it by Friday afternoon. CF will try and draft something.

CF

9.2 BG asked if he could have a copy of the Village Hall Committee constitution. CF will send him one.

CF

9.3 CF asked if MG would like a separate mobile phone for Village Hall matters but she advised she was happy for her landline to be used. DT will add to the Village Hall website. DT will also create an email address for the caretaker.

DT

9.4 MG asked if there was a brief laid down for the cleaners. CF advised that they were instructed to clean the Hall fully. There has been a deterioration in the standards of cleaning in recent months. Meriel will contact the cleaners and ask for a site visit to discuss.

MG

10 Public Question Time

No questions were raised

11 Date of Next Meeting

Next Meeting Date – 18 June 2018.

There being no further business the meeting closed at 9:05pm