

**Minutes of the meeting of Rothersthorpe Village Hall Management Committee
held on 5th July 2011.**

Those present: - P.J. Dickens, J. Dellar, R. Smart, J. Sturt, P. Doran, J. Wood, J. Whitehouse,
J. Battams, S. Luck, C. McCosh, J. McCarthy, K. Kutas and M. Barber.

1. Apologies. None
2. The minutes of the last Committee Meeting were agreed and signed by the Chairman P.J. Dickens.
3. Any Matters Arising.

Mr Smart reported that he had been supplied with all the spare parts for the heating system that were required and that he would be carrying out the necessary work in the next few weeks.

Mrs Battams said she would speak with Robert the Builder to see if he could organise the decoration of the Hall entrance and Committee Room in the school summer holidays and fit this in to his current work load. It was also agreed that Robert should go ahead with replacement of the door and partition in the gent's toilet and at the same time replace the toilet bowl which has a slight crack in it. Mrs McCarthy pointed out that some floor tiles might need to be replaced due to the possible different size of bowl. A budget figure of £2000 was agreed for all of this work. Agreement was given for the Secretary to give Robert the Builder the approval to proceed up to the budget figure.

4. Committee Reports

Secretary

Letters sent to: Thank you to George Dickens re Committee Room Cabinet.
Thank you to Graham Paul re Memorial Hall Opening Programme for Cabinet.
Parish Council Annual Report to Annual Parish Meeting held in May 2011.
School Cross Charges January to March 2011 inclusive.

Letters received from: ACRE. Village Hall Forum News, Village Viewpoint, South Northamptonshire Rural Forum and notice regarding bulk oil purchase.
SNVB News July and August 2011.
Aon re Village Hall insurance.
Rothersthorpe Parish Council invite to attend Annual Parish Meeting and report on Village Hall year.
Just Text Giving by Vodafone.
Carol McCosh resignation letter.

The Chairman, on behalf of the Committee, thanked Mrs McCosh for all her help on the VHMC over the past four years where she has represented the PCC and the Girl Guides and wished her and her family well in their move to a new home.

Mrs Kutas suggested that the cabinet in the Committee Room should have some photographs of the old Memorial Hall within it so as to add a visual reminder of the old Hall as it was. Mrs Kutas said she would prepare some photographs and bring these to the next meeting.

The Secretary reported that the problem with vermin in the roof remained and that he had met with Steve Capel of Countryman Pest Control who had been monitoring the problem over the past 18 months. It had previously been decided to get a second opinion on the problem and the Secretary was due to meet Simon Faulkner of Abington Pest Control on 6th July 2011. (This meeting clashed with a School Concert so was changed to 12th July 2011). At the last inspection of the bait stations two of the bait boxes above the Village Hall part of the building had been slightly disturbed but the other boxes above the School were untouched.

The Secretary asked when the old school desks and chairs would be removed from alongside the dustbins. Mr Dickens agreed to get these moved asap.

It was agreed that the note in the display cabinet was OK and appropriate. It was also agreed that the minutes of the AGM held in May 2011 should be issued prior to the next AGM in May 2012.

There was no reply needed to any other received correspondence.

Treasurer

The Treasurer presented a bank reconciliation sheet as at 30th June 2011. Despite considerable expenditure in the past 2 months the accounts look very healthy.

Booking Clerk

The Booking Clerk said that weekend bookings were still very sparse but that the hall during the working week was full to capacity. All was going well.

5. Any Other Business

Mrs Battams raised a number of issues.

Next year the School will be providing hot meals at lunch time. As part of this new arrangement a heated trolley, about the size of one of the Committee Room tables, will be used and storage of this is proving difficult to find within the school storage area. Mrs Battams asked, if it proved necessary, would the VHMC permit storage of the trolley in the Village Hall storeroom? It was agreed that space could be provided within the VHMC store when the small number of small school chairs were removed.

There have been problems with youngsters getting onto the roof of the building and this has possibly been the cause of some broken tiles which has led to rain water penetrating into the school part of the building. Experts have looked at the building and identified three points of relatively easy access to the roof. They are from the wall by the Hall entrance; from the wall near the school entrance and by the metal gate leading into the playing field at the side of the building. The advice, to deter unauthorised persons from going onto the roof, is threefold. 1) to put up signs at the identified access points to say that it is dangerous to go onto the roof 2) to put up barriers that would make access difficult at these locations and 3) to paint a special proprietary substance onto the roof tiles around the access points so that a residue of difficult to remove substance is left on the trespassers hands and clothing. It was agreed that the advice should be followed and Mrs Battams said she would put this in place. If the VHMC can in anyway help in this regard Mrs Battams said she would let the VHMC know.

Mrs Battams said that at a recent Health and Safety inspection it was recommended that a reflective strip or strips should be fitted to the curtains over the emergency exit doors from the hall into the playing field so that in an emergency the centre of the curtains could be located and access to the panic bar and doors made much quicker. The Secretary agreed to look into the provision and fitting of these strips.

6. The next meeting will be held on Tuesday 6th September 2011 at 7.30pm.

There being no further business the meeting closed at 8.25pm.

Signed: P. J. Dickens

Date: Sept 7 2011