Oldbury on Severn Memorial Hall

Trustees and Management Committee

HALL COMMITTEE MEETING

Minutes of the Meeting held at the Hall

Monday 11th May 2023 at 15.00 hrs

Minutes

PRESENT

C Jennings (Chair)
S Ingram (Vice Chair)
L Jennings (Treasurer)
K Miller (Maintenance Manager)
D Masters (Secretary)
B Orford
G Dyke
S Jenkins
C Tymko
I Bell
J Hales

1. **Apologies for Absence**

   Peter Orford, Carol Dyke, Jan Wilcox, Matthew Riddle, Laura Day offered their apologies

2. **Agree minutes of the HC Meeting on the 13th February 2023**

   The minutes of the meeting of the 13th February were approved

3. **Matters arising**

   There were no matters arising

4. **Health and Safety**

   - Discussion took place on replacing the current heavy and hard to handle tables with lighter ones. Matthew Riddle mentioned the he might be able to offer support in sourcing and funding replacements via his grant from SGC

5. **Update on the build program provided by the Chair**

- Flooring going down week commencing 15 May
- Bar and Toilets week commencing 22 May
- Target completion on internal work by wend of May
- Painting working Party for small committee room organised
- Steps outside being constructed
- Period external handrail being sourced
- Tarmac path being laid in next 3 weeks
- Small fence to be erected on left hand side between Hall and the Cottage next door
- Additional Cost summary headlines
    - Door
    - Boiler Move
    - Shutter for Bar
    - Fire Detection System
- Total Cost is £130,000. Grant was £100,000 leaving Hall to finance £25,000 and pay £5,000 VAT on this element, will continue to spend on the project and phase 2 until we have reduced our funds to a practical working level, plus our reserves

6. **The next stage.**

Discussion on the front area and options

- Turf
- Artificial Grass
- Slabs
- Shale

After discussion and opinions the majority decision was a combination of slabs and shale

As a temporary tidy up it was decided to paint the existing doors at the front, pending their replacement at a later date when funding becomes available

The £1,000 from the Community shop towards curtains will be diverted to provide funds to finish the Bar. The Community Shop support this re allocation. The need for curtains and in what style was discussed at length. The driver was from the Cinema Club but new equipment has altered the soundproofing requirements. Further discussion with them will follow.

7. **Financial position**

Linda Jennings report:

- The impact on cost increases due to building works, approximately
- Electricity increases (a new deal will be sought in due course)
- Coronation weekend costs (Bands) more than offset by record bar takings
- The ART Trail (previous weekend at end of April) noted we should've made tea coffee and cake available for visitors
- Income from Hall as a local council station

A summary Financial Headlines Report is attached

8. Donation from Magnox

Cups Saucers Plates are being made available to the Hall following the closure of the Power Station canteen facilities. The Hall will take everything and find it a good home around the village (Church, Cricket Club etc.)

9. Website update

Chair reported the Website is now up and running and is available through the Community Website. Ian Bell suggested we request Stats Reports on the number and type of Hits. Keith Miller suggested we request a monthly report. Chair will ask the webmaster (Roger) about this.

ACTION Chair to chase up

10. Historical Link update

There is strong support for this project. Decisions need to be made around positioning fixing the seat etc. Chair reported Magnox had been asked whether they can provide financial support.

ACTION Chair will be pursuing this.

Christabel Tymko has researched those from the village whose lives were lost in WW1, and written an article on this story

Chair requested ideas including a Memorial Wall. There was support for putting this in the Bar area on the opposite wall from the Bar itself

11. Events

- 007S
- Theatre Event The shop was asked to provide a prize for this event, and JH agreed to follow it up ACTION Jenny Hales
- Clusterfunk

- Last Night of the Proms versus televised Rugby on 9th September
- Other Rugby games
- October Themed Dinner
- November Race Night (Important fund raiser) this will be moved to February
- Games Night (Following success of first one)
- Jenny Hales emphasised the importance of things to brighten the social life of the village in the months of January and February
- Quarterly Family Breakfasts was a new concept discussed. The scheduling needs to link in with the Grumpy Men's Breakfast

Noted December dates are creating a packed schedule

Silent Disco in January

A full updated Events Schedule will be sent out separately in the next week or so

12. AOB

- Cinema Club need to tidy up cables around the server etc.
- Chair want a Spring Clean Committee to run a rota to clean a section of the above Dado twice a year
- Keith Miller mentioned the need to consider H&S issues when working at height
- I was decided to seek support for this from the various groups that use the Hall
- Look at finding professional cleaners who could do this every 6 months. The costs need to be established. (Post meeting note: 4 windows and side have been cleaned by Chris and Linda Jennings & Simon Ingram)
- Agreement to modest increases in Bar Prices to reflect increasing purchase costs

There being no further business the meeting closed at 16.25

The next meeting will be in approximately three months' time, date to be announced

Dave Masters

Secretary

Memorial Hall Committee