

PEASENHALL ASSEMBLY HALL

Registered Charity No. 304808

MONDAY 11 SEPTEMBER 2017

MINUTES

Present: John O'Connor (Chair), Frank Potter, Chris Cox, Grace Whiting, Marion Forsythe,
Kath Hamilton

Apologies: Vanessa Wilkinson, Carol Potter, Geoff Cadman, Amanda Owen

Minutes of previous meeting

Minutes of the previous meeting held on 3 July 2017 were agreed and signed by the Chairman.

Chairman's Report

Recent events reviewed. Summer Event and Concert were both very popular and well attended.

JO'C has replaced light bulbs, repaired the kitchen hatch and fitted a new padlock to the shed.

Walking frame and portable commode that was left by recycling bins have been placed in the storeroom until taken to a charity.

Treasurer's Report

Income since the last Committee meeting is as follows: Private Hire £516, Summer Event £158.67, Concert £157.50 – total of £832.17.

Outgoings: Feather duster - £20.98, Ink - £53.42, Annual premises licence - £70, Water - £76.75, Cleaner - £164, Flameskill - £78, Cleaning materials - £39.91 – total of £503.06.

The accounts stand as follows: Current Account £25,615.88, Petty Cash - £189.16,
Total - £25,805.04

Secretary's Report

MF to bring a replacement A board to the hall.

Matters Arising

Shrub at driveway entrance has been cut back by JO'C.

Mary Skelchers Class has been taken on by someone else.

Future Events

Quiz Night on 22 September - CC to discuss refreshments with Pat O'Connor.

John Kirkpatrick Folk Evening on 7 October – 24 tickets sold to date.

Film Nights recommence 13 October.

Irish & Country Music event on 17 November – JO'C offered to run bar.

Other classical music events may follow and GW to try to arrange a Country & Western evening for 3rd Friday in January.

Thriving Community Buildings Project

JO'C, MF and VW met with two representatives on 31 August. Visual inspection of the hall took place and discussion about operating of the hall, history of trustees and running costs. It was mentioned that insurance liability policy should be displayed at the hall – now actioned. PAT testing for electrical items suggested and an electrical check on the hall every 5 years.

Questions asked as to how trustees are appointed and what information is provided to them. Suggested that holders of the key roles of Chairman, Treasurer and Secretary should be changed regularly. Suggestions for other uses of the hall put forward – ie as a camping venue and ideas for future funding sources.

FP suggested that help is sought from this organisation to rewrite the Charity Commission Scheme dated 5 August 1980.

A report is anticipated by the end of October.

Any Other Business

KH offered to fit a new lock to the men's toilets.

Discussed whether a Christmas event would be arranged this year – decision made not to hold an event this year.

Date of Next Meeting

Monday 6 November 2017 at 7.30pm at the hall. The Chairman thanked members for their attendance and closed the meeting.

