



# Castlethorpe Village Hall

Minutes of the Village Hall Committee held in the  
Village Hall on Thursday 22<sup>nd</sup> February 2018

**PRESENT:** Councillors: Forgham, Hinds, Keane and Ayles. Voting and Non-Voting  
Members: Steve Bradbury, Hannah Hoyland, Tony Rice, Yvonne Hands, Sheila  
Forgham, Adele O'Hanlon, Keith Bartram.

The meeting commenced at 7.30pm, there being no public forum

**1 Apologies for absence**

1.1 Sarah Montague, Keith Prestidge, Rachel Blackley.

**2 Declarations of Interest** by Councillors in any Agenda Items below

2.1 None

**3 Approve minutes of last meeting**

3.1 Proposed by, Russell Forgham. seconded by Hannah Hoyland

3.2 Matters arising

Entrance Hall Doors have been fitted and Painted

Clock on Front of Hall has been replaced and secured in position.

Keith Prestidge is the new Chairman of the Short Matt Bowls Club.

**4 To consider resolutions**

4.1 – Alternative Methods of Payment.

A Discussion took place on how to improve on the current Hall Booking payment system, bearing in mind the future of "Cheques" is limited. It was agreed that to change away from Cheques may make it difficult to accommodate the current "payment" of a Deposit. Steve Bradbury also reiterated that the Village Hall needs to adhere to the rules governing Parish Council in terms of Financial rules. It was agreed that Steve Bradbury would investigate what would be allowed under the current strict financial regulations.

4.2 – A Discussion took place re the need to repaint and Decorate the Village Hall Entrance area.

All agreed that Richard Wontner should be asked if he could do it.

4.3 – A Review of the current Cleaning Timetable took place.

The Short Matt Bowls club are still have issues with the floor whenever they meet. It was agreed however that this is nothing new. The standard of cleaning within the Hall has not changed and taking into account the heavy use of the Hall everyone agreed is good.

All User Groups are to be asked to ensure the Floor is "Left" clean after use. The New Cleaner is also to be approached to increase the current number of hours spent cleaning.

A discussion outside of this meeting is to take place to consider how the current cleaning timetable can be amended to try and improve the Hall.

4.4 – It was agreed that the current method of communicating Hall issues via the “Incident Book” had lost Focus. After a discussion it was agreed that in future the Incident Book should be used for “Incidents”.

Any issues with User Groups should be communicated either by a telephone call or an E-Mail.

4.5 – All Agreed to a Part 2 of the Meeting.

## **5 Financial matters**

5.1 – None

## **6 Any other business**

6.1 – Tony Rice confirmed Youth Club are back to meeting every week. Tony also confirmed he would not be attending future meetings due to his role changing. He will advise who will be his replacement.

6.2 – Tony advised that the Snooker Table used by the Youth Club had been damaged.

6.3 – Yvonne Hands asked if a place could be found in the Village Hall to store “Historical” Records and artefacts as there is a danger that they will be “lost” forever. All agreed that this was a really good idea. Dave Hinds is to look into costs for having the Loft opened up and a creation of Storage space.

## **7 Date of next meeting**

Thursday 26<sup>th</sup> April

### **Part 2**

## **8 Declarations of Interest**

8.1 None

## **9 To Consider Resolutions**

After a brief discussion of the received quotes for getting a contractor in to seal the Village Hall Floor. All agreed on a Contractor to use.

**Meeting Closed at 20:40**