CHORLEYWOOD PARISH COUNCIL **To be received by Council 3rd April 2012**

REPORT OF CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE MEETING ON TUESDAY 27th MARCH 2012

MEMBERSHIP AND ATTENDANCE

Chairman: * Cllr R Kipps

Members: -
* Cllr M Green
* Cllr Mrs Hayward (ex officio)
* Cllr Miss P Howell
* Cllr R Khiroya
* Cllr K Morris
* Cllr Mrs A Preedy
* Cllr Mrs L Sutherland (ex officio)
* Cllr S Watkins

Also in attendance:
Mr S Manson - Surveyor
Major Philpot – Royal British Legion
* Mrs Y Merritt – Treasurer
* Mrs M Putman – Secretary

*Denotes members present

Also present Cllr Mrs Worrall

11/044 APOLOGIES FOR ABSENCE

There were no apologies for absence.

11/045 DECLARATION OF INTEREST

There were no declarations of interest received.

11/046 APPROVAL OF THE MINUTES

The Committee
RESOLVED
The minutes of the meeting dated 10th January 2012`, were approved as a true and correct record.

Cllr Watkins joined the meeting at 7.05pm

11/047 MATTERS ARISING

11/041 Hollybush Hall – Cllr Mrs Worrall asked for an update on the investigation into the disability access. The Secretary confirmed that neither the CDA nor Herts Disability were in a position to help the Committee. She had however asked for help and advice from Three Rivers Planning Officers who had offered to look at the suggestions. They advised that this would probably need a full planning application..

11/048 SECRETARY'S REPORT

War Memorial Hall

Wash Room Services

Cllr Khiroya advised that he had recently purchased hand driers at a cost of £520 each with a three year guarantee. The Secretary advised that there were currently four driers and six sanitary units in the Halls. The Chairman advised that members had considered purchasing hand driers in the past but now there was a requirement for sanitary units he felt it was better to keep with the current contractor.

The Committee
RESOLVED
To renew the contract with the current supplier for the hand driers and sanitary units.

This was proposed by Cllr Mrs Hayward, seconded by Cllr Watkins and unanimously approved.

Maintenance Work

Members felt that as the additional quotations should be obtained to carry out the work at the British Legion Hall and the War Memorial Hall, and asked the Secretary to obtain these ready for the next meeting.

War Memorial Hall 90th Anniversary

Some Members questioned the significance of celebrating the 90th Anniversary of the Hall, when perhaps it would be better to wait for the centenary of the hall. The Treasurer explained the over the past year a number of large bookings had been lost, which resulted in a loss of income. The Anniversary was a different way of trying to attract members of the community who may not currently use the halls. She felt it could be used as a marketing tool to get publicity. Cllr Mrs Worrall advised that the hall had been opened in the autumn of 1922 and it would be good to commemorate the hall at this time.

A number of suggestions were made including

- Holding the Service of Remembrance at the Hall
- Having a 1920's themed quiz night
- Holding a 1920s themed tea dance
- Asking Chorleywood Mums to organise a tea party for local children

Leaflets and flyers could be produced to hand out to the visitors publicising the hall in the hope of attracting new clients.

Cllr Mrs Sutherland joined the meeting at 7.25 pm

The Committee
RESOLVED
To speak to the organisers of the Tea Dances to ask if they would organise a 1920's themed Tea Dance.
To ask Chorleywood Mums if they would like to organise a tea party for the children in the village.
That the Hall would be given free of charge for both activities in an effort to gain publicity.

This was proposed by Cllr Morris seconded by Cllr Khiroya and unanimously approved.

Village Hall Canopy

Members considered the idea of the canopy but did not come to a firm conclusion. As the Village Halls do not have a list of volunteers who could put up and take down the canopy there were concerns that the Committee would be able to deliver the service. It was agreed to consider this under the four year vision.

11/049 TREASURER'S REPORT

The Treasurer advised that it as previously suspected income would not reach the target forecast at the beginning of last year, due to the cancellation of a commercial booking and loss of a few regular hirers. However expenditure was less than anticipated. Savings had been identified with the current gas contract at the War Memorial Hall which meant the gas account was currently in credit, and this credit would be carried forward to the next financial year. She also advised that the Finance Officer had renegotiated the water bills to gain a charity rate.

The Committee
RESOLVED
To note the report

11/050 FOUR YEAR VISION

Members discussed what they felt would be appropriate for the four year vision and came up with the following five suggestions

1. Hollybush Education Centre
2. Leases of the Buildings on the War Memorial Hall site
3. Publicity/Marketing
4. Asking a number of Wedding Planners to view the hall and give advise on how to use/market the hall as a wedding venue.
5. To investigate the possibility of holding the Village Halls Meetings at the Royal British Legion Hall

11/051 CLOSE

The meeting having commenced at 7.00 pm, closed at 8.02 pm

The Chairman advised the Committee that he had taken over the Chairmanship of the Royal British Legion and therefore could not be considered for chairman of this committee in the next municipal year. He wished to thank the committee for the past years work.

The Committee Chairman has agreed these minutes.

Signed …… Date ……

These minutes were agreed as a true and correct record and signed by the Chairman.

Signed …… Date ……