
**REPORT OF CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE
MEETING ON TUESDAY 10th JULY 2012**

MEMBERSHIP AND ATTENDANCE

Chairman: * Cllr S Watkins

Members: - * Cllr M Green
Cllr Miss P Howell
*Cllr R Khiroya (ex officio)
*Cllr R Kipps
Cllr Mrs V Lantree
*Cllr K Morris
*Cllr Mrs A Preedy
*Cllr Mrs L Sutherland (ex officio)

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

*Denotes members present

12/ 009 APOLOGIES FOR ABSENCE

There were two apologies for absence received from Cllr Miss Howell and Cllr Mrs Lantree.

12/010 DECLARATION OF INTEREST

There were no declarations of interest received.

12/011 APPROVAL OF THE MINUTES

The Committee
RESOLVED

The minutes of the meeting dated 15th May 2012, (previously circulated) were approved as a true and correct record.

Cllr Khiroya joined the meeting at 7.11pm

12/012 MATTERS ARISING

12/005 War Memorial Hall 90th Anniversary - Questions were raised regarding the sponsorship from resident associations. Cllr R Khiroya advised the Committee that he had spoken to Miss Rosario from the Chorleywood Residents Association regarding their annual booking in the War Memorial Hall. Cllr Khiroya proposed that if they hired the hall for free then in return they would advertise the hall in their newsletters.

12/007 Four Year Vision - It was agreed that the leases for the properties associated with the War Memorial Hall would be brought to the next meeting in September.

War Memorial Hall**Electrical Supply**

The Treasurer advised the committee that work had been completed in both the War Memorial Hall and the British Legion hall.

The Committee felt that the British Legion should be asked to contribute towards the costs of the electrical work. It was agreed that the Clerk would write a letter to the British Legion asking for a contribution towards the costs.

Cllr Morris asked about the annual electrical inspection. The Committee were advised that now all the new electrical work had been completed the inspection was not required until 2017. However it would still be necessary to carry out the annual PAT testing.

Cllr Khiroya felt that annual inspections should still take place – with a list of desirable work to be done and report back to the Committee.

Cllr Watkins felt that a preventative schedule should be in place to maintain a maintenance test on all equipment and make sure things are all working.

It was agreed that the Treasurer should check with insurance company as to the Electrical checks required for insurance purposes.

Cllr Mrs L Sutherland advised that more work would need to be undertaken on the halls next year and a revue of the budget would need to be undertaken

War Memorial Hall 90th Anniversary

The Treasurer confirmed that the 90th anniversary organisation was running along smoothly with all the help of the Chorleywood Mums and the Chorleywood and Loudwater Children's Centre. It was considered that the best way of ensuring that the children turn up for the party would be to make a nominal charge of £2.50 per child. This would also assist for the number of party bags required at the end of the function.

Organisation for the Tea Dance was also well underway with the assistance of Three Rivers District Council officers.

Speaker failure

The Committee were advised that one of the speakers at the War Memorial hall was not working properly.

It would appear that despite the sound system is switched on for users some unfortunately change the settings and have consequently blown one of the speakers.

One of the ideas put forward from the electrician was a limiter – but this is very expensive and it was felt would not solve the situation.

Cllr Mrs L Sutherland advised the Committee that she had spoken to Mr M Field who has experience with sound systems who felt that the speaker would need to be replaced.

Cllr S Watkins proposed that a new speaker is purchased this was seconded by Cllr Mrs L Sutherland and all were in favour.

Cllr M Green asked if the equipment for deaf people was all up and working now the Treasurer confirmed that the hearing loop had been repaired as part of the electrical work.

The Committee
RESOLVED

That the Chairman seek advice on what was required to repair the speaker system and that the Treasurer order the equipment recommended spending no more than £500.00

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

12/014 TREASURER'S REPORT

The Committee
RESOLVED
To note the report

12/015 MARKETING ADVISORY GROUP

Cllr R Khiroya, Cllr Mrs A Preedy and Cllr S Watkins met to discuss the marketing of the Village Halls.

One idea was to have a possible wedding display in the hall, to include catering company

Chorleywood Magazine will do a feature on the halls.

The Editorial Team of Chorleywood Matters would also be asked to do an article on the Halls. Maybe as the 90th Anniversary looms it should include why the hall was founded and the place it has within our society.

Cllr Watkins is currently taking photos of events in the halls and these will be used to publicise the halls at Village Day, to update the website and to be used in an up to date flyer on the halls.

Members also considered a directional finger post at the corner of Rickmansworth Road and Common Road directing people to the hall.

12/016 HOLLYBUSH EDUCATION CENTRE

Cllr Mrs Worrall advised that planning permission would be required for change of the use of the Hollybush, therefore plans would be required. Cllr Mrs White had advised that she knew of someone who may be able to help. It was noted that the Planning Officers could offer advice on the way to proceed without the site of plans. It was agreed that this would be followed up.

12/017 CLOSE

The meeting having commenced at 7.00 pm, closed at 8.16 pm

The Committee Chairman has agreed these minutes.

SignedAgreed via email..... Date28th August 2012.....

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

Signed Date