
**REPORT OF CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE
MEETING ON TUESDAY 5th MARCH 2013**

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
*Mrs Y Merritt – Treasurer
*Mrs M Putman – Secretary
*Cllr Mrs J Worrall

*Denotes members present

12/ 049 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Khiroya and Cllrs Mrs L Sutherland

12/050 DECLARATION OF INTEREST

There were no declarations of interest received.

12/051 APPROVAL OF THE MINUTES

The Committee
RESOLVED

The minutes of the meeting dated 8^h January 2013 were approved as a true and correct record.

12/052 MATTERS ARISING

Cllr Mrs J Worrall thanked the Clerk and staff for their prompt action in rescuing Friends of Chorleywood Common meeting and opening the War Memorial Hall for them to use.

12/053 SECRETARY'S REPORT

War Memorial Hall

The Committee requested that work is carried out on the inner front double doors as they let a draft into the hall.

That the dishwasher is looked at as it is not cleaning very well and the cooker hood needs cleaning.

The Committee considered request to publicise the halls in the Three Rivers Guide to A-Z Services but felt it would not suit the purposes for the price quoted.

The Secretary reported that the boiler room under the stage was full with props for amateur dramatics that sometimes take place in the War Memorial Hall. It was felt that a letter needed to be sent to advise that if the company wishes to continue storing their props in the boiler room then there would be a charge for this and that was on condition that the props are stored more appropriately to enable access into the room.

Contact will be made with the Web-Master to enable a virtual film of the halls is put on the web page.

12/054 TREASURER'S REPORT

The Committee discussed the recommendations on the agenda and the course of action to be taken.

The Committee
RESOLVED

- (1). That the creation of a strategy be placed on the next agenda when more time could be allocated for open discussion.
- (2) Cllr Mrs J Worrall, Cllr Mrs L Sutherland and Cllr T Edwards start looking into funding and it was felt that Members of the Village Halls Committee may like to join them in investigating further funding.
- (3) That the Committee add the future of the halls into the Four Year Vision.
- (4). That the Committee look into further opportunities for filming in the halls and seek prices to refurbish the halls as per the plans drawn up by the Councils surveyor.
- (5) That Cllr Mrs V Lantree and Cllr Mrs W Boatman will work on putting together a new web page for the Village halls
That the office will liaise with the Webmaster to arrange meeting for web design, and for the office to arrange for the virtual tour to be priced and bought back to Committee.
- (6) To investigate further advertising in My Chorleywood Pink Pages

The progress with the Hive was discussed Cllr Mrs Lantree offered to pen a proposal to the committee of The Hive advising them of what the halls had to offer in terms of size, examples of regular slots available and pricing.

12/056 DRAFT RISK MANAGEMENT ASSESSMENT

Due to the lack of time this item was to be brought forward to the next meeting.

12/057 FOUR YEAR VISION

There was no time to discuss the Four Year Vision in any detail. But it was noted that the future of the halls would be added to the programme and discussed at the next meeting.

12/058 CLOSE

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

The Committee Chairman has agreed these minutes.

Signed **...agreed via email...** **Date**7.4.13.....

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

Signed **Date**