

## CHORLEYWOOD PARISH COUNCIL

### CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE MEETING TUESDAY 13th MARCH 2018

Agenda item 5

#### SECRETARY'S REPORT

#### WAR MEMORIAL HALL

- Unfortunately the monthly tea dances run by TRDC have now stopped due to lack of attendance and that on a Tuesday there is a big tea dance at the RBL Croxley Green. This will result in a monthly loss of income of £87.32.

#### **For information**

- A request has been received from JK Dance to be able to store her portable aerial rig and mats at the War Memorial Hall. These are not insured nor will they be able to be secured.

#### **For consideration**

- British Gas was called out to look at the boiler, which needed a new timer. Whilst the engineer was on site he advised that the thermostat on the wall was not working. This has been replaced at a cost of £179.80.

#### **For information**

- The notice board - There was a delay in getting the layouts for the signage however five different designs will be available at the meeting for consideration.

#### **For consideration**

- A request has been received for a booking on New Year's Eve, which falls within the licencing rules. The caretaker has agreed to lock up at 1.30am.

#### **For information**

- The tank located on the stage that feeds water to the Royal British Legion started leaking again. A plumber was called out to investigate the problem. The solution was to isolate water supply remove and replace faulty ballcock assembly, seals to in and outlet feeds. This has now been carried out.

#### **For Information**

- A meeting has been requested by the film club, the details of which can be discussed at the meeting.
- Concern has been expressed by the Chairman regarding the parking of vehicles outside the War Memorial Hall, he will bring his concerns to the meeting for discussion.

### **BULLSLAND HALL**

- The replacement blinds have now been installed .

*For information*

### **COMMON ROOM**

- A new booking starting on a Friday morning from 09.00am - 12.00pm in the Common Room., Toddler music class. With an additional weekly income of £46.50
- Another new booking starting on a Wednesday in April from 2.00pm – 3.00pm in the common Room. Pilates class. With an additional weekly income of £15.50.

**For information**

### **GENERAL**

- There are currently two caretakers and a cleaner looking after the Halls. Replacement of the third caretaker will need to take place – however this may be an opportunity to look at the whole staffing issues for the hall. Members are asked to advise how to proceed.

**For consideration**

- Online booking systems are being investigated and will form part of the new computer installation programme which will take place over the next few months.

**For information**

- Prices being obtained for the work identified by the Surveyor and this will be carried out in the new financial year.

**For information**