

**REPORT OF CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE  
MEETING ON TUESDAY 18<sup>th</sup> MARCH 2014**

**MEMBERSHIP AND ATTENDANCE**

Chairman: \*Cllr R Kipps

Members: - \*Cllr Mrs A Hayward  
\* Cllr Mrs V Lantree  
\* Cllr R Khiroya (ex officio)  
Cllr F Mahon-Daly  
Cllr K Morris  
\* Cllr Mrs A Preedy  
\*Cllr Mrs L Sutherland (ex officio)  
\*Cllr S Watkins

Also in attendance: \* Mr S Manson - Surveyor  
\*Mrs Y Merritt – Treasurer  
\*Mrs M Putman – Secretary

\*Denotes members present

**RECOMMENDATION**

Refurbishment of the War Memorial Hall:

- A) To commence the appointment of the Surveyor to carry out the planning application and draw up the specification to incorporate extensions to both wings of the War Memorial Hall.
- B) To send out the specification to three different builders for quotes for the work to be done.

**13/ 032 APOLOGIES FOR ABSENCE**

There were two apologies for absence: Cllr F Mahon-Daly and Cllr K Morris.

**13/033 DECLARATION OF INTEREST**

There were no declarations of interest received.

**13/034 APPROVAL OF THE MINUTES**

The Committee  
RESOLVED

The minutes of the meeting dated 21st January 2014 were approved as a true and correct record,

**13/035 MATTERS ARISING**

The Spring Market that took place on Saturday 15<sup>th</sup> March made a profit of approximately £500.00. There were 30 stalls in the hall but customers visiting the hall was very slow.

The main area of concern being the lack of parking. Chorleywood Golf Club had a match on in the morning and therefore to be able to park to visit the hall was almost impossible. Cllr R Khiroya felt that in future better liaison with the Golf Club is needed.

Chorleywood Presents..... which took place on Saturday 15<sup>th</sup> February made a small profit of £160.00. It was a very successful evening and enjoyed by many residents of Chorleywood.

On Saturday 8<sup>th</sup> March Chorleywood Brownies slept overnight in the War Memorial Hall. The girls thoroughly enjoyed their stay in the hall. Cllr Khiroya and Cllr Mrs Sutherland visited the hall during the early evening taking chocolates, paid for out the Chairman's allowance.

The Committee felt that other events needed to be looked into running in the War Memorial Hall.

Food Fair

Craft Fair

Farmers Market

Lots for Tots - children's clothes

Indoor Table Top Sale.

Annual Antique Fair

Cllr R Kipps requested that the banner advertising Zumba be removed from the front of the War Memorial Hall. The banner is allowed on the front railing for the first four weeks of each term only.

Cllr Watkins would like the tables removed from the stage to allow easier access to putting the tables out and away. He requested investigation into a trolley to keep the tables on with the possibility of storing the tables in the alcove by the piano. Investigation is also needed into more trolleys for the chairs.

#### **13/036      SECRETARY'S REPORT**

##### **War Memorial Hall**

Cllr R Kipps asked how long the EICR certificate is valid for, in the British Legion. The Treasurer stated that they would seek clarification from the Electrician.

Note: As the RBL is open to the Public the EICR Certificate will need to be renewed annually. This applies to all the Council run village halls.

Cllr R Kipps asked if the British legion could be included in the PAT Testing for the War Memorial Hall, Hollybush Hall and Bullsland Hall.

#### **13/037      TREASURER'S REPORT**

The Committee

RESOLVED

To note the report.

#### **13/038      WAR MEMORIAL HALL REFURBISHMENT**

The Committee

RESOLVED

That recommendation is made to Full Council to progress this

**13/039**      **FOUR YEAR VISION**

There was nothing to discuss

**13/040**      **CLOSE**

The meeting having commenced at 8.00 pm, closed at 9.24 pm

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** .....