

Leigh on Mendip Memorial Hall Committee

DRAFT Minutes of Meeting held on Mon. 4th Dec. 2023

Present: V Taylor, D Pattison, A & R Orpwood, Emma Brooks & B. Wigmore.

Apologies/Absent: A Orpwood, Barbara Turner

Minutes: Agreed & signed by Chair VT and Booking Clerk.

Matters Arising:

1. EB reported that the Speakers in the store cupboard have been removed.
2. BW reported the rolls of plastic table coverings are being used by the Imperfect Art Group.

Annual Tasks:

1. DP reported the Alcohol License has been renewed.

Treasure's Report:

1. DP said Soak Away problems had been resolved and a firm had flushed & cleaned guttering.
2. Electricity, EB's final wage, and Window Cleaner pd.
3. DP reported there had been a lot of outgoings recently & in the last 2 months extra hirings had included 5 parties, Jump Start had booked extra sessions and 2 x LOM Lunches. It had been another busy month.

Bookings Clerk Report:

1. RO reported Zumba numbers had been low on the recently added extra Friday sessions & therefore this Friday booking may not continue. Also, Wreath Making & bookings for the New year & Christmas Day were also extras this month.
2. Local Police Crime Commissioner election booked 2nd. May.
3. VT presented the committee with an update on Digital Signs, initially in relation to the car park for large events. She'd investigated & said they appear adequate starting at approx.£800. Discussion followed exploring other uses this system may have e.g. notification for village events in general. DP & OR agreed to investigate.
4. DP responded to a complaint that had been received regarding the cost of the coin meter heating. He reported the previous meter was faulty and thus was under-charging, and the new one is now charging the normal rate.

Maintenance:

1. RO reported that a drain from the Ladies toilets wash hand sink had been damaged. He has replaced the pipe.
2. RO has ordered a replacement for the broken pane of glass in the kitchen window using glass from Roman Glass at the cost of £160. Installation should be carried out next week.
3. EB reported on the discussion she'd had with the plumber Josh Oatley (Oatley Plumbing and Heating) regarding an upgrade on the taps etc.in the toilets & kitchen area etc. After discussion it was agreed:(**Option ref** from EB's email circulated before the meeting.)
 - Option1 - 1x deck mounted kitchen sink tap with swivel head and 1x mixer tap with pull out hose in the kitchen.

- Option 1 with the instantaneous water heaters & Option 2 - for the non-concussive taps in ladies and men's toilets. The committee would, however, like to have infra-red taps in the disabled toilet which means a new sink will be needed to enable the installation of type of tap system.
 - EB will ask for a final quote for this work & an estimate of how long the work would take because of the need to plan how it will work around bookings or **if** there is a need to cancel bookings.
4. Roof ... RO was again hindered by weather conditions. After discussion RO & DP agreed to investigate further & report back.
 5. VT asked that the idea of a 2nd Maintenance Day be included on the next agenda.
 6. RO reported he'd repaired the door that had been damaged after a booking and he planned to add a stopper to stop it happening again.

AOB:

1. DP notified the committee of a scheme involving "Grants Banks" (Community warm hubs) for future reference.

**Date of next meeting Monday 1st January at 7:30pm
at The Bell Inn**