

**Leigh on Mendip Memorial Hall Committee**  
**Minutes of Meeting held on Monday 1<sup>st</sup> September 2025**

**Present:** V Taylor, R Orpwood, A Orpwood, E Brooks & S Adams.

**Apologies:** D Pattison & B Wigmore.

VT welcomed Sue to the meeting. She has joined the committee as the new WI representative.

**Minutes of the last meeting:**

1. The Minutes were signed by Chair VT and Booking Clerk AO.

**Matters Arising not on the agenda:**

1. There were no matters arising that were not on the agenda.

**Treasurer's Report:**

1. DP had submitted a report to the committee by email.
2. DP reported via RO that the new smart meter has now been installed.

**Booking Clerk's Report:**

1. AO reported that an extra session of the Jump Start Therapy has now been included for Wednesday afternoons. The classes are clearly a real success, and an important element in the benefits of the hall to the local community.
2. AO also reported that Short Mat Bowls and Tai Chi are back in the hall again after using the rec field over the summer, and that the new Zumba classes are getting a lot of support.
3. AO had emailed the school regarding the lack of cleaning after their last event in the hall but had received no response, presumably as they have been on holiday. She had just made it clear to them that future bookings should include time for clearing up afterwards.

**Annual Tasks/ Accident Folder:**

1. DP had reported that the annual fire inspection had been completed.
2. EB checked the accident book & reported there were no new entries.

**Maintenance:**

1. RO reported that he had fitted a new hand-towel dispenser in the kitchen, replaced the lock on the cleaner's cupboard in the kitchen, and replaced the de-humidifier sachet in the toddler's shed.
2. EB reported that her son had cleaned the guttering around the hall. She will email DP with an invoice.
3. VT reported that Chris Ingram had completed the exterior painting over the summer, and all agreed it looked excellent.
4. VT reported that, as we had all seen, the new interior doors for the lobby had been installed and looked really good. Some finishing work was still to be done. She agreed to ask Chris Ingram if he could come and paint it. We should have sufficient white paint stored. VT also agreed to explore a replacement front outer door.
5. AO reported that she had done a big clear up of the debris around the two sheds.

6. RO reported that he had completed applying mastic around all the ridge tiles on the hall roof. It was hoped that this should much reduce the roof leaking, but it was agreed that this was probably more of a sticking plaster for the problem, and that we should consider more long term solutions.
7. VT and RO had both had discussions with Jason about the hall roof (he is also a roofer). He had suggested that our proposal to extend the roof from the apex right over the kitchen and extension could be quite expensive as the extra loading would mean some structural additions. He felt that a better option might be to remove all the roof panels on the extension side of the hall, replace any damaged ones, and then re-fit and seal them securely. It would also provide an opportunity to extend the flat roof covering much further up under the roof to prevent water getting in at this junction. He agreed to look at the roof further and provide us with a report and rough cost for such work, although he would not be able to do it until next spring.
8. It was agreed that given the fire risk posed by the curtains we should replace them with fire-retardant ones. EB agreed to explore options.
9. The other fire safety issue discussed last time was the need for further smoke alarms. The smoke alarms need to be linked together to improve fire safety. It was felt that rather than wiring them together (which is one option) it would be much simpler to install radio or internet linked ones. RO agreed to explore these options.
10. The next maintenance day was agreed to be the 4th October, and VT will email the committee to ask what items should be included.

#### **Trees and Fences:**

1. VT reported that the PCC was still considering the tree branch removal over the new cemetery.
2. VT also reported that she had checked with the toddlers that they were happy with our proposed fence removal near to their shed, and that she had engaged a gardener to provide us with a quotation for this and other possible fence work, but that he had come back to say he had decided the job was too big for him. EB suggested that just removing the wire from the fence near the shed would be fairly straightforward and she would ask Darren if that was something he might consider doing.

#### **Any Other Business:**

1. SA agreed to have a brief look at the availability of gravel grids as a possible solution to our car park surface problem. If this were a possibility then it gives us time before the January deadline for submissions to the quarry community fund.

**Date of Next Meeting:** Monday 6<sup>th</sup> October in the Hall at 7.30pm

**Signed .....**

**Dated by .....**

**Signed .....**

**Dated by .....**