

Leigh on Mendip Memorial Hall Committee
Minutes of Meeting held on Monday 6th April 2026

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

Minutes of the last meeting:

1. The Minutes were agreed to be an accurate record and were signed by Chair VT and Vice Chair DP.

Matters Arising not on the agenda:

1. There were no matters arising that weren't on the agenda.

Planters:

1. VT welcomed Lally to the meeting to discuss the hall planters that she has been looking after. Lally said that there were some issues with the current planters. The shape of the concrete dishes meant that around a third of their surface area had very shallow soil. This quickly dried out and made it difficult to keep plants healthy in that region of the dishes. The wooden surrounds were also getting rather tired. She suggested that a pair of wooden raised beds would make a much more practical and attractive replacement. The committee agreed to explore acquiring some, possibly as a DIY job. Lally said she would be very happy to continue maintaining and looking after them. She would also photograph the planters installed in Midsomer Norton High Street to help our discussion of planter design. VT will add this issue to next month's agenda, and will also ask the Parish Council if they could use the old concrete dishes. She thanked Lally for all her hard work in keeping the current planters looking attractive for the hall.

Treasurer's Report:

1. DP reported that he had heard from Somerset that the hall did not now owe any rates as we have a 100% rebate.
2. DP had paid the cleaner, and for her supplies. He had also paid the gardener, the window cleaner and the electricity bill.
3. DP had asked for £3K to be released from our savings account in July.
4. DP reported that the money from FOLS for the Toddlers group, which is paid by the quarry, had not yet appeared in our bank account, despite their secretary thinking that it had been paid. FOLS are looking into it.
5. We had received the £1500 grant from the quarry for the new cooker. With some reductions the cooker had ultimately cost £2314, so only £814 was needed from our funds.

Booking Clerk's Report:

1. AO reported that, as shown in the hall diary, bookings were continuing to be very healthy.
2. AO reported that the couple thinking of using the hall for their wedding celebrations next year have now decided to book. They requested a whole Saturday, plus a portion of the preceding Friday and subsequent Sunday for decorating and clearing up. She was planning to charge them our standard rates for whatever hours they wished to book, and the committee agreed.
3. She requested that some more black bin liners be acquired, together with J-cloths for use by hirers. EB said she would buy them.

Annual Tasks/ Accident Folder:

1. DP reported that he had paid various bills as discussed above, but he had still not yet received the bill for the music license.
2. EB reported that there were no new entries in the accident book.

New Door:

1. RO and DP had met with the man from Premier Plastics when he measured up for the new door. He felt the automatic hold-open facility might not work because of the proximity of the porch wall, but might be able to use an insert to get around this problem. Otherwise RO and DP were happy that the proposed door fully meets our requirements. The company are proposing to install the door on Thursday 23rd April.
2. The Premier man said the door came with two keys, but would explore whether we could get more. If not he would also look to see if we can get a key before the installation so we could get some cut.

Car Park:

1. DP had met with a representative from a car park installer (who has an RUH contract). He felt that the hall section of the car park was generally in good shape. The hollows would require filling with some finer material that was well rolled in before covering with gravel. DP will ask him for a quotation for this work, and will also ask him about dealing with the areas near the wall that get very muddy after rain. It was agreed we should liaise with the pub over similar treatment for their section of the car park.

Cooker:

1. DP reported that the new cooker is installed. It was wired in by Chris the electrician, and will have its first use on Friday 10th. The old one can remain in the meeting room until we dispose of it. EB will advertise it on Leigh Facebook as being free to whoever takes it away. If no interest she will put it on the Coleford one.

Village Day & Car Show:

1. The organizers of the village day on the 5th July have accepted our offer to run a welly-wanging stall. DP will request that we have a stall on its own for this activity.

Maintenance:

1. DP reported that Chris the electrician is having a problem with fixing the dimmer switch for the broken light, but he will give him a further 2 weeks to resolve this problem.
2. EB reported that she had contacted the builder in Bellfield regarding a repair of the ceiling plaster in the hall, but he hadn't expressed any interest. RO will explore alternative builders.
3. RO reported that the second set of stage steps had been painted and installed.
4. RO also said that he had put slide bolts on the outside of the Toddler's shed door to ensure it sealed properly. The door had warped badly and was letting a lot of rain in.

Maintenance Day:

1. The following tasks were listed for action on the Maintenance day on Sunday 12th at 10am:-
 - a. Repair loose tap in gents toilet
 - b. Release jammed padlock on chair shed door
 - c. Paint ceiling following water damage

- d. Clean blue padded armed chairs
- e. Inject foam in roof
- f. Clean out guttering

Any Other Business:

1. DP reported that the coin meter for the heater in the meeting room was broken, and that he had been informed by the installer that it could not easily be repaired. It is extremely rarely used so DP suggested we remove the meter and just fit a 5min timed push button for hirers to activate it.
2. DP said he had received no response to the information sheet revision that he had circulated, and it was agreed that he should just use his discretion to finalise any changes.
3. DP had explored the use of solar panels with Somerset, who suggested we discussed their suitability with the Baltonsbury village hall committee, as their hall had a roof with the same orientation as ours. They had found their solar panels and battery to be very beneficial, and had even been able to run a car charging point off them. Somerset just offer advice, including about access to grants for PV installations.
4. DP suggested we should look to try and re-organise the storage arrangements in the cleaning room. This will be discussed further at the maintenance morning.
5. The committee discussed how many keys we should acquire for the new front door, and who should have them. AO and RO will review the current key holders and make some recommendations.
6. This year is sees the 70th anniversary of the establishment of Leigh Memorial Hall. Some form of celebration seems in order. VT suggested the committee could possibly arrange to go out for a meal together.

Date of Next Meeting: Monday 4th May at 7.30 in the hall.

Signed

Dated by

Signed

Dated by