

Swavesey Parish Council

Memorial Hall Committee Meeting Minutes

Held at Swavesey Memorial Hall Meeting Room on 10th January 2006

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| <p>4.3 Meeting Room Window</p> <p>LM reported that Kings Lynn Glass were coming out Friday 13th January to repair the window and to refit the UPVC strips for the price of £240 & vat.</p> <p>Weekend bookings for Jan/Feb06</p> <p>Sat 14/01 – Jumble Sale 10am-6pm-Swavesey Scouts Sat 14/01 – Private Party 6pm-midnight-Amanda Emmett Sat 21/01 – RBL – 6pm-Midnight Annual Dance Sun 22/01 – Childrens party 10.30am-1.30pm-Tracey Tait Sat 28/01 – Conservative Association Quiz Night 7.30pm-11pm</p> | |
| <p>5 Hall Hire Charges</p> <p>NM noted that the charges had not been increased since Jan 2004 and would the committee consider a small increase. NM suggested that due to the fact we were in January now and that all the regular users had made there bookings would it be better to wait until November this year to agree an increase to be in place for Jan 2007. JS thought that the charges should be spoken at in the June Meeting. NM to prepare a spreadsheet showing how the charges would affect regular users.</p> | <p>NM</p> |
| <p>6 Memorial Hall Charity Status</p> <p>LM reported that a letter had been received and she was trying to compile as much information as possible. The charities commission had asked for a copy of the indenture 1923, copy of the order 1923, copy of George Longs will and a list of regular users of the hall.</p> | <p>LM</p> |
| <p>7 Memorial Hall Budget</p> <p>7.1 Draft Budget for 2006/2007</p> <p>LM went through the draft budget. The Parish Council will set the budget at the January meeting.</p> <p>The actual so far to date was £5743.00, LM anticipates this figure will be £8000 by the end of the year. This is below budget due to a rates reduction.</p> <p>For the Draft budget 2006/07 the payments look higher for the contract cleaning however this will be recovered via the hire charges.</p> <p>LM noted that the MH Refurbishment Reserve will have £12000 from 1st April 2006 and that LM would work together with NM to get quotes for the front windows.</p> <p>7.2 Payments for this month</p> <p>LM reported there were no payments for this month.</p> | |

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| <p>8 Correspondence No Correspondence received</p> | |
| <p>9 Items for Information and next meeting agenda</p> <p>NM noted that a mail shot to 60 business's had been sent. NM also made a suggestion about a doorbell to be installed due to the high level of children using the hall for safety reasons. PW to let us borrow a remote bell for a trial period before a purchase is made.</p> <p>SE reported that the WI will be sending Cindy Allen as a representative to the committee. SE also made reference to the heating had been left on by other users and PW agreed with this aswell. NM to remind all regular users to switch it off and turn the thermostat down.</p> <p>PW & SE noted that the Playtimers cupboard was becoming untidy again, NM to address with them and to discuss a representative attending the committee on their behalf.</p> | <p>NM</p> |
| <p>8 Date for next meetings 14 March 06 & 06 June 06</p> | |

There being no further business the meeting was declared closed at 8.25pm