

**Tibshelf Parish Council
Minutes of the Meeting of the Village Hall Management Committee
held on 26th April 2022 held at the Village Hall.**

Present: Cllrs A Beckett, R A Heffer, R Vaughan, S E Wood.

In attendance: Rachel Tattershaw-Parish Clerk, Sharon Metcalfe-Administration Assistant.

VH0422/01 Apologies for Absence

An apology for absence was received from Cllr P Billington and Cllr C Whitehead.

VH0422/02 Declaration of Members Interests

Cllr R Vaughan for item 7b.

VH0422/03 Public Speaking

None.

VH0422/04 To resolve to accept the minutes of the VH meeting on 5th October 21, as a true and accurate record

Cllr A Beckett moved and Cllr R Vaughan seconded. All in favor.

VH0422/05 Financial Reports

a) To note Receipt and Payments April 21- Mar 22

The information was noted.

b) To approve costs of £1175.17 paid by TPC on behalf of TVHM

Cllr S Wood moved and Cllr A Beckett seconded. All in favor.

VH0422/06 Fire Alarm/Emergency Lighting

a) Latest fire alarm/emergency lighting report

The information was noted.

b) Emergency repairs for fire alarm & emergency lighting carried out at a cost of £500.00+ VAT.

The information was noted.

c) To consider the quotation for replacement smoke detectors and call points at a cost of £660.00 +VAT. As recommended in the fire alarm/emergency lighting report

Cllr A Beckett moved and Cllr S Wood seconded to accept the quotation. All in favor.

VH0422/07 Village Hall Matters: The following items were discussed:

a) To consider the revised quotation of £435.00, for replacement of the lounge carpet

Cllr A Beckett moved, and Cllr S Wood seconded to accept the quote and the colour is as per the sample provided. Works to be scheduled at end of May in the school holidays. Rangers are to remove the tiles and dispose of. All in favour.

b) To consider the quotation of £740.00 (370.00 x 2 seats) for re-upholstering the bench seating

Cllr A Beckett moved, and Cllr S Wood seconded to approve the quotation. The seats are to be recovered with a similar colour to the chairs. All in favour.

c) To consider a request to take out the stage area for a wedding at the end of August

Cllr A Beckett moved, and Cllr S Wood seconded to ask the Rangers to remove the stage ready for the wedding in Aug and keep in storage for 6 mths to see if there is a need for it. All in favour.

d) To consider a request to have decorations hanging from the ceiling on hooks

Cllr A Beckett moved, and Cllr S Wood seconded. Provided the hirer is liable for any damage to the ceiling tiles. All in favour.

e) Tree report

The information was noted.

f) Current regular hirers and a discussion on how to attract more hirers.

The information was noted.

A discussion took place.

The AA to bring information back to the committee about the Friday chair-based exercise class.

RH to organise with Bolsover District Council to come and film the hall to advertise and put on our website, also an article in their magazine.

Flyers to be handed out at the Jubilee Event, MS to design.

The AA to obtain request for photos from the forthcoming wedding and permission to use in promotional material to advertise.

The AA to send the flyer to regular groups, i.e. Slimming World/Weight Watchers. Also, funeral directors and local businesses.

g) Cleaning duties

The information was noted.

h) For the Committee to decide on pictures to be displayed in the hall and a decision on what to do with the donated picture

Cllr A Beckett moved, and Cllr S Wood seconded to approach the Vicar at the Church or the Mission and no pictures to be put up. All in favour.

I) Progress/Update required on the minute item from the last meeting:

Cllr R Heffer moved and Cllr R Vaughan seconded to obtain a container through LCS.

Door to open inwards and doorway in the container. Mark to clarify requirements with RH and LCS. MS to check if need planning application first. Canopy cover needs to be investigated once the container is in place. All in favour.

Cllr A Beckett stated we carry out in stages, get the container in place and then continue with the project to re-configure the office layout.

The Admin Ass. can report that the Playgroup leader was approached verbally and an email sent, but that they did not wish to sit on the committee.

Cllr A Beckett stated we need to invite regular users to a meeting twice a year.

The Tibshelf Band leader was present and it was agreed for him to join the Committee. All in favor.

j) Decision on whether to pay for an annual maintenance check on the Defib at a cost of £198.60 + vat

Feedback was given on behalf of the lady who ran the De-Fib course in the hall, regarding the requirements for checking the De-Fib.

Cllr A Beckett moved and Cllr S Wood seconded to have a checklist based on the manual instructions only, carried out by the Rangers on a monthly basis. All in favor.

k) To consider a quotation to re-locate the outside lights switch from the storeroom to the boiler room at a cost of £260.00 +VAT

No need to do this as the equipment that is blocking the switch will be moved into the container, when in situ.

l) Decision on which procedure to follow for users, who wish to have a bouncy castle

Cllr R Heffer moved and Cllr A Beckett seconded to approve guidance in the email from insurer on 29/3/22, as stated below.

The use of inflatables within the hall is permitted but at the hirers own risk. The hirer should provide the council with a copy of their insurance cover and should supervise the inflatable at all times. The council will not be responsible for any incident involving any inflatable.
All in favour.

m) Decision on whether the Council wishes to register as a food business with the Local Authority

Cllr A Beckett moved and Cllr S Wood seconded the decision not to register as a food business, as the PC will not be preparing food. All in favor

Sue Wood advised she will make a private booking for her events, pay for hire of the hall and then contribute to the kid's activities.

VH0422/08 Date of Next Meeting.

TBC.

The meeting closed at 8.35pm.