

**MINUTES OF ARKENDALE COMMUNITY HALL COMMITTEE MEETING MONDAY 4<sup>th</sup> DECEMBER 2023 AT 8.10 PM IN ARKENDALE COMMUNITY HALL**

Present: Gavin Holman (Chairman) GH, Malcolm Howe (Vice Chairman) MH, Jean Cox (Treasurer) JC, David Cox (Secretary) DC, Caroline Houseman (Bookings Secretary) CH, Judith Howe JH, Sarah Brophy SB, Sharon Thackray ST, Jane Watson JW, Jane Mortimer JM

**1 Apologies for absence**

Apologies received from Pauline Ward.

**2. Minutes of meeting held on Monday 4 September 2023 and Matters Arising**

The minutes of the previous meeting were proposed to be accepted as correct by JC seconded by JH and signed by the Chairman. No matters arising that would not be covered under later items.

**3. Correspondence**

None

**4. Financial Matters**

JC stated that the Building Society deposit account has a balance of £8100. The 'London' deposit account had a balance of £71234.83 on 31 October (latest statement) and the current account a balance of £9202.73 at the last received statement dated 27 November 2023.

**5. Maintenance**

ST had reported that the crumbling pub car park walls were scheduled for attention after Xmas. Revarnishing of the east facing side of the hall is still on the to do list. Similarly the PAT testing, GH said that Robinsons had not replied and he intended to contact Scotton Park for a quote.

**6. Health & Safety**

The car park light is still under review due to the difficulty in sourcing a suitable reliable replacement. SB reported that a dangerous situation occurred when cars were reversing at the class changeover for the evening pilates classes. SB agreed to contact Sioux Conlin to make attendees aware. This increases the urgency to replace the car park floodlight. CH suggested we contact John Graham a local electrician for advice, DC agreed to action. The white lines on the step edges have now been repainted.

**7. Booking Secretary's Report**

CH reported that all three Zumba classes had stopped due to Georgie Warner cancelling at quite short notice. However Tuesday and Thursday had now been filled with Chichi fit and Boost fit. Other recent bookings included a wedding reception and church fund raising events. There was a discussion about the need for individual/small block hiring agreements being required for regular hirers and it was decided to draft agreements for larger block bookings.

**8. Future Events**

Films are scheduled through to April and continue to attract viable but variable audience numbers. The next wine club is a call my bluff themed evening on 26<sup>th</sup> January with another on 8<sup>th</sup> March

**9. A.O.B**

There was no further business.

The date of the next meeting was set as Monday 12 February 2024. There being no further business, the Chairman declared the meeting closed at 9.10 pm.

Agreed ..... (Chairman) Date .....