

**Minutes of Castlethorpe Village Hall Committee Meeting  
Held on Thursday 1<sup>st</sup> September 2011**

**Present:**

John Foakes	Chair	Carol Wray	Vice Chair
Ann Foakes	Secretary	Geraldine Sweetland	Parish Council
Joyce Markham	W.I	Yvonne Hands	Youth Club
Glenys King	Bowls Club	Sarah Proctor	Pre-School
Karen Russo	Village Show		

Item		Action
1	Apologies were received from Dave Hinds	
2	The minutes of the last meeting were accepted and signed as a true record. Proposed by Yvonne hands, seconded by Carol Wray.	
3	<p><b>Matters Arising.</b></p> <ul style="list-style-type: none"> <li>• Item 3 No further information regarding re-ramp on pathway. *Wet floor signs, we have been unable to source any CW will try. <i>*Have now been sourced and ordered.</i></li> <li>• Item 4 Chain &amp; Padlock on gate into castle field still not removed. <i>*Has now been removed</i></li> <li>• Clarification received from WREN that use of the old entrance door does not affect the grant, provided that the new entrance door is always available for use. Use as per previous agreement.</li> </ul>	
4	<p><b>Security</b></p> <ul style="list-style-type: none"> <li>• Discussion regarding the door locks. JF has obtained a quote from Teals, Locksmith to replace the lock on the old entrance door with a new barrel and 6 restricted numbered keys; the barrel on the new entrance door is not fitted correctly and is not secure. A quote for replacement of this lock with a new barrel with 15 restricted numbered keys has also been received.</li> <li>• A proposal that we should proceed with replacement of both locks was proposed by Joyce Markham and seconded by Karen Russo. This will be referred to the Parish Council for approval.</li> </ul>	GS
5	<p><b>Hall Facilities and user group responsibilities.</b></p> <ul style="list-style-type: none"> <li>• A discussion re-stating that as the hall is a shared facility it is the responsibility of all users to leave the hall as they would wish to find it. There is still an on-going problem with grit and sand and the difficulty in keeping the floor clean.</li> <li>• It was felt that the current cleaning equipment was inadequate for the task and the committee agreed that there was a need to acquire a high quality vacuum cleaner and a light industrial electric floor cleaner. JF to obtain details of equipment for referral to the Parish Council/</li> </ul>	JF
6	<p><b>Future fund raising events.</b></p> <ul style="list-style-type: none"> <li>• Craft &amp; Hall open day Saturday 5th November, it was agreed following discussion that user groups would participate in this event.</li> <li>• New Year Eve party, Saturday 31<sup>st</sup> December.</li> <li>• Discussion regarding the option of holding occasional 'Pub Nights'</li> </ul>	

	on Saturday evenings and 'Drop in' sessions on Saturday afternoons; the committee felt that they could be tried, no firm dates were set.	
7	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• General agreement to a request from Glenys King that the church would be allowed to use the hall toilets, provided that there were no other booking in the hall.</li> </ul>	
	<p>The meeting closed at 9:16pm with the chairman thanking everyone for their attendance</p> <p>Date of future meeting Thursday 17<sup>th</sup> November at 8pm in the Village Hall.</p>	