

Minutes of the Prebbleton Public Hall Society committee meeting held in the Hall on Monday 12th September 2016

Present. Averil Carpenter, Graham Carpenter, Barbara McLeod, Daniel Gallagher, Beryl Thompson, Ferguson Jarvis, Cr Debra Hasson. Daphne McAven.

Apologies - none

Minutes of the previous meeting were read and confirmed as being

Matters arising

1. The hinge on the door by the bar area is still to be done by Alistair Joyce when he has time.
2. Two more tables have been sold.
3. The old door and fireplace have been taken to the dump by Mark from the Garage – the secretary to write a thank you note.

Correspondence

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| Out. | 1. | S.D.C. monthly reports |
| | 2 | SDC email re our lawyer's details |
| | 3. | SDC. email re reply to their query regarding our 'petty cash' a/cs |
| In. | 1. | Email from SDC requesting our lawyer's details |
| | 2. | email SDC requesting petty cash details |
| | 3. | email re update of health and Safety & workshop details. |
| | 4. | S.D.C. re committee elections – does not apply to us |
| | 5. | floor quote from Ray Anderson, Deck Cleaning, to give hall floor a wash - \$993.60. it was decided not to get the work done. Averil to contact him. |
| | 6. | the floor work of polyurethaning will cost \$3663 plus G.S.T. and will be done 16 th January. Averil has asked for it to be done a week earlier if possible – still waiting for reply. |

Moved Averil Carpenter /Barbara McLeod “ that the outward mail be approved and the inward received”

- Carried.

Health and Safety Report

We have been made aware of a soft spot in the floor of the main hall. It was agreed that it would be best to replace the whole sheet and that this must be repaired a.s.a.p. we were fortunate that a local builder was in the hall during our meeting and he agreed that he could attend to it. Averil to liaise with him regarding dates and times the hall will be free.

Financial Report.

Cheque a/c Balance \$ 11.028.48

To pay. Marking lines in the car park	368.00
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Window cleaner 85.00

Helen Wood for reviewing our annual accounts 50.00 – Prebbleton Heritage also contributed \$20 towards a voucher

Moved Averil Carpenter/ Beryl Thompson “ that Daphne McAven be paid for cleaning and administration while Averil and Graham were on holiday.

Daphne McAven 60.00

SDC A/cs No balance has been carried forward into the new financial year yet, but we should have a surplus of about \$73,238.

Meridian	June	668.87
	July	509.85
Spark	July	75.03
	August	87.88

Moved Graham Carpenter/ Daniel Gallagher “ that the report be received and the accounts passed for payment” - Carried

The Chairperson and Caretaker took no part in this motion. Because we had no meeting for two months we had 36 hours and 21 ½ hours giving a total of 57 ½ hours

Moved Daphne McAven / Ferguson Jarvis “that we approve the payment for 57 ½ hours” - Carried

General.

1. Graham checked the alarms and recorded in the log book.
2. Graham confirmed the gas supply is ok.
3. The secretary reported to the meeting of the correspondence with the S.D.C. regarding, to start with the G.S.T. query and they wished to speak with our lawyer. We spoke with Andy Ogilvie who said he was happy for us to give them his name and he was happy to answer any questions they may have. He confirmed that we were complying with our constitution. The S.D.C. then asked for our annual accounts so they could see how we were spending the funds in our “petty cash a/c”. copies of the last 4 years accounts plus letters from our reviewer were delivered to S.D.C. the next morning - that was over 2 weeks ago Members were disappointed that we have had no response from the S.D.C. Our enquiries have found that different halls are being treated in different ways with some not being asked to add the S.D.C.’s G.S.T. number to the accounts they issue. We intend to continue as we are doing at present.

4. Replace the large mirror. It was agreed that we do not do this at the moment. The present one is ok.
5. Painting the ceiling. This matter was discussed again following comments from several people. Before anything can be done the damaged tiles need to be replaced – we have a supply up in the roof, and then the ceiling would need to be washed with sugar soap. The builder, Mark Hamlin, said he had the name of a good painter he could recommend and Averil will follow up with him and report at our next meeting.
6. Beryl reported that Murray Baty had cleaned around the hall and taken a load of leaves away. The secretary was asked to write a thank you note to him. Members of the committee appreciate locals who help us care for our hall.

The meeting closed at 8.45 p.m with the Chairperson reminder members that our next meeting on 10th October at 7.30 will be followed by the A.G.M. Beryl Thompson put in an apology from her and also her husband Bill as they will be overseas. Beryl paid their annual sub and the secretary will issue a receipt to them.

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