

MEETING OF THE YETTINGTON HALL COMMITTEE

held in

YETTINGTON HALL

at

2pm on Wednesday 23rd February 2022

Those invited to attend:

Committee:

Terry Cantlon Chairman
Fran Mills Treasurer
Emma McBarnet Secretary

1. **APOLOGIES:** None

2. **MINUTES AND MATTERS ARISING:**

Fire risk assessment: Ian Phillips has been asked to do the PAT testing, unfortunately he was unable to do the work on the date arranged so we are now awaiting a new date. **TC to liaise**

A Fire Risk Assessment will be drawn up in mid March.

TC & EMcB to action

Signage required for car parking and gate closing .

TC to action

The Hall insurance certificate will be scanned onto our website for those hiring the hall to see.

TC to action

The certificate will then be displayed on the noticeboard in the hall.

EMcB to action

3. **MATTERS TO BE DISCUSSED:**

a. ***Beam strengthening work update.***

The beams are at the Hall awaiting installation. Alan Tweedie will carry out the work and has scheduled mid March to fit the steels.

b. ***Queens Platinum Jubilee Celebrations.***

It was decided that the Band would be asked if they were free at any time over the weekend to play for us at an event. We would then arrange a "Bring your own picnic" event at the Hall. Invitations will be drawn up when time and date are known. **TC to contact Band**

c. ***Devon Communities Trust (DCT) website update and Covid grant application.***

DCT have requested details about the Hall for uploading onto their website. It was thought best to complete our Risk Assessment first to ascertain capacity of the Hall before forwarding these details. It was also hoped we might be able to give them more than one photograph of the Hall to upload onto their website. **TC & EMcB to action**

The application for a Covid Grant from the Local Authority was unsuccessful as we do not fulfil all the requirements. We now need to look into how we can stop "falling through the gap" with future Grant applications. **TC & FM to research**

d. ***Treasurer's report.***

Monthly payments by Standing Order for the Cleaner and Gardener at the Hall will go ahead. It was decided to ask the Contractors to email Fran Mills when they have completed work, so a track can be kept of payments made for work completed. **FM to action**

The Bank Mandate change for change of Secretary is ongoing. Fran Mills is trying to set up online payments using 2 signatory authorisation with Lloyds Bank. **FM**

5. **ANY OTHER BUSINESS:**

Terry Cantlon gave notice to the Committee of his intention to stand down this Spring when the Steel supports are fitted and the Hall fully available for activities. The Committee thanked him for all his work over the last few years renovating the Hall. TC will ask members of the Yettington community to see if anyone is interested in taking on the role of Chairman.

6. **DATE OF NEXT MEETING**

Date of next meeting to be decided.

