

Item	Information/Decisions/Actions	Action Party
<p>5. Standard Items</p> <p>a. Correspondence</p> <p>b. Finances</p> <p>c. Operations</p> <p>d. Building & Maintenance</p>	<p>charges us a proper price for this extra work.</p> <p>Now that the main hall walls have been re-painted, LC agreed to design a poster requesting users not to use blutack or cellotape on the walls.</p> <p>Sanctuary Housing will come to the Hall on Friday 18th September at 11.15am to take some photographs.</p> <p>It was agreed that we should nominate the project for a Chester Civic Trust award.</p> <p>The Board thanked PGP profusely for the enormous amount of work he had put into the summer shutdown throughout the planning and execution of the work.</p> <p>Letter received from Peter Stirrup on his retirement as the Independent Examiner of our annual accounts. His letter praised the management of the Hall and the continuous improvements to the facilities. Peter was thanked for his assistance over the last decade.</p> <p>E-mail received from CCA regarding a BBC request for a spokesperson to speak out about VAT charged to charities. It was decided that we would not put ourselves forward.</p> <p>Zena Spall has received a quote for trimming the hawthorne trees behind the hedge at the rear of the car park. She is committed to getting two other quotations. Insofar as the trees overhang the car park it was agreed that we would offer to pay a 1/3rd of the cost on the understanding that once trimmed back to a manageable height they would in future be maintained on a DIY basis.</p> <p>PGP had received two family tickets for the opening of the Pavilion on 12th September. These were taken up by JS and JJ.</p> <p>PON briefly summarised the financial highlights for the first quarter. There was a deficit of £2,524 against a budgeted surplus of £1,650, a difference of £4,174. This was almost entirely explained by the £4,113 expenditure on insulation project materials which we are yet to reclaim from WREN.</p> <p>There was nothing of individual note to comment on amongst the other income and cost categories as we await final costs for the summer shutdown projects. The car park should be on budget (£16,000) save for the cost of any extra work on the gravel strip. The energy efficiency project is predicted to be about £2,000 over budget due to the cost of labour and materials (mainly paint) on the extra work carried out.</p> <p>Nothing to report.</p> <p>The missing piece of protective strip by the kitchen fire exit door has been replaced!</p>	<p>LC</p> <p>PON</p> <p>PGP</p>

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	<p>The blind in the disabled toilet awaits installation.</p> <p>All external doors were re-varnished during the shutdown.</p> <p>Unfortunately there was no time to repaint the badminton lines at the end of the shutdown. A suitable future time will be sought, possibly over Christmas. In the meantime Ian Mayne will be asked if he can investigate the option of using tape.</p> <p>The emergency light above the kitchen exit is still out despite the tube having been replaced. Following the meeting it has been determined that there is no power to this light or the temporary one above the door to the bar lobby. Dave Bundy has been asked to rectify this.</p> <p>The Log-it-to-fix-it folder and accident report forms have disappeared during the shutdown. Does anyone know where they might be?</p> <p>JJ had requested new toilet seats but ND thought this was not necessary. PON will attempt to resolve the issue.</p> <p>It was suggested that we need a new vacuum cleaner. JJ will be asked to confirm this and if so what type.</p> <p>There are now 50 dirty seats in the Utility Room awaiting cleaning.</p>	<p>ND</p> <p>ND LC</p> <p>PGP</p> <p>All</p> <p>PON</p> <p>PON</p> <p>JJ</p>
e. Projects & Purchases	Nothing further to report.	
f. Health & Safety	<p>There were three reported falls in the last quarter, two at the Friday Luncheon Club (FLC) and one at Line Dancing, the latter due to inappropriate footwear. There will be an attempt to have someone present at the FLC who is trained in basic first aid.</p> <p>21 people attended SC's defibrillator and CPR training. Annual refreshers are being planned.</p>	<p>PGP</p> <p>SC</p>
g. Upton Village Hall Forum	Nothing to report.	
h. Bookings	<p>The alternate Friday lunchtime vacancy is being advertised in Inside Upton.</p> <p>Further discussion on the safeguarding of children in the after school sessions was deferred until KT is present.</p>	
i. Social Events	<p>Events planned for the Autumn are: Chanje Kunda Sunday 18th October The Fugitives Thursday 12th November Carol Concert Friday 18th December</p>	
6. AOB	The next meeting will be on 11 th November 2015	