

**CHILMARK READING ROOM**  
**Minutes of CRR Committee Meeting held on 10 July 2018**

**1. Present**

Sarah Miller, Liza Jack, Janey Middleton, Alison Whipp-Long, Jenny Gavin

**2. Apologies**

Kirk Murray-Jones, Johan Denekamp, Barny Guthrie, Henrietta Cockrell

**3. Minutes of Last Meeting**

The minutes of the meeting held on 18 April 2018 were approved and signed  
*Proposed:* Liza Jack; *seconded:* Alison Whipp-Long

**4. Matters Arising**

**4.1 Emergency Generator**

Sarah had checked with Patrick Boyles and he was happy for us to move the green cabinet next to the shed. Sarah said that we needed to have a working party to move the cabinet and tidy up the patio. Sarah agreed to send an email to committee members to agree a date for this.

**4.2 Disabled Toilet Redecoration**

Steve Culley does not have time to do the disabled toilet. Sarah agreed to get another quote.

**4.3. Wall Damp**

Tony Lewis has been asked to look at the damp patch on the wall.

**5. Treasurer's Report**

Johan had produced the accounts for the second quarter. Room hire for the quarter had been good. There had been no other income. There had been the usual expenditure on electricity, cleaning, water, membership of WVHA and bank charges. Sarah would ask the Parish Council for a grant. If this is agreed we should be on course to meet the budget target.

**6. Memorial Bench**

It was thought that a memorial bench would be a nice idea, but as many people had served on the committee, it was agreed to have a bench in memory of all past members of the committee. It was agreed to have an engraved plaque on the bench. Johan had found a company which had a bench costing about £300. Sarah would circulate details of this to the committee.

*Pro:* Alison Whipp-Long      *Seconded:* Liza Jack

**7. Tea Urn**

The tap on the tea urn had become jammed, due to calcification. Sarah agreed to descale the urn.

**8. Rubbish Collection Charges**

Sarah had received a letter from Wiltshire Council stating that due to changes for refuse collection, services to non-residential premises would no longer be free. Hills Waste is taking over the service and will charge the Reading Room £8.05 per week. On a six month trial basis, it was agreed not to pay the charge but to ask hirers to take their rubbish away. It was agreed to remove the black wheelie bin from the end of July. All regular hirers will be informed of this change and it would also be included in the Hirer Agreement. The arrangement will be reviewed in January.

## **9. Strip Lighting Replacement**

It was agreed that the Strip Lighting needed to be replaced with something more modern. Sarah agreed to look at the quotes we had previously.

## **10. Stage**

Henrietta had previously said that her mother was willing to fund the cost of a stage. Storage had previously been thought to be a problem, however it could be stored next to the green cabinet. Sarah agreed talk to Henrietta about taking up the offer.

## **11. Future Events and Fund Raising**

### **11.1 Pop Up Café/Barbeque**

As the date for the pop up café had not been suitable, it was agreed to hold a Barbeque on a Saturday evening early in September. Sarah to liaise with committee members over best date and availability of barbecues.

### **11.2 Halloween**

Alison will organise the Halloween event on 31 October 2018.

## **12. Date of Next Meeting**

Wednesday 3 October 2018 at 6.30pm