

CHILMARK READING ROOM
Minutes of CRR Committee Meeting held on 17 January 2022

1. Present

Morag Philpott, Johan Denekamp, Dathan Trent, Liza Jack, Alison Whipp-Long, Eddie Young, Richard Mann (via Zoom), Jenny Gavin

2. Apologies

Henrietta Cockrell

4. Minutes of Last Meeting

The minutes of the meeting held on 24 November 2021 were approved.

Proposed: Dathan *Seconded:* Johan

5. Matters Arising

5.1 Reading Room Improvements

Morag gave an update on the progress with the improvements. After removing a section of the plaster the stonework looked good so it had been decided to expose the stonework all the way round the hall to the level of a dado rail, with the exception of the entrance hall end. Jamie Bey had given a quote for removal of the plaster and repair the shed roof for £700. He would need a skip for the plaster. It was agreed to put the removed plaster on the patio and when the work is complete wheelbarrow it through the Reading Room to a skip. Rich agreed that the skip could be placed on his parking space. Morag had had a quote for a skip for between £204 and £234 depending on size for a day's hire. It was agreed to hire a skip for a day. It would also be necessary to liaise with the electrician with regard to removing the plaster around the electric sockets and storage heaters. It was agreed that the galvanised sockets and trunking should be used to replace the plastic surface mounted sockets and conduit.

As the skirting board would also be removed Ali suggested having a rope edging instead.

It was decided that the new dado rail would be placed on the wall on the bottom of the plaster line. It was agreed that maybe at a later date we expose the fire place and make it a feature.

The entrance hall and windows and doors were being painted. When the plasterwork and dado rail is complete the rest of the hall would be repainted.

The joiners had fitted new entrance doors, door to the disabled loo and door to the new cloakroom area. The toilet windows had been removed and were due to be fitted on 20 January 2022.

The electrician would be replacing the entrance hall and toilet lights. A slim line hand dryer will be fitted in the toilet together with a new fan heater in the cloakroom. The outside light will be replaced and operated by a sensor inside the porch to avoid any light nuisance to the neighbours.

5.2 Shed Roof and Shed Clearance

Jamie Bey's quote had been to repair the shed roof where it was leaking. It was agreed to ask him to quote for replacing the roof felt. It was agreed to have a working party to clear the shed in the spring and to put the paperwork into plastic storage boxes.

5.3 Key Holders

Rich had spoken to Sarah Miller about the key. As Sarah had said previously, she was happy to put the key out for hirers. If she was away Rich had agreed to put the key out in the same place for collection by hirers.

6. Treasurer's Report

Johan presented the accounts for quarter 1. Johan had budgeted for £2,000 income for the year. The total income for Q1 was £1391 comprising of Room Hire £540, Christmas Bazaar £790 and sale of piano £61.63. Budgeted expenditure was £18,786 which included £15,000 from the Restart Grant for the Reading Room improvements. The expenditure for Q1 was £6398 which included interim payments for doors and windows, cleaning, internet, asbestos survey and bank charges. The deficit for Q1 was £5,007. It was agreed not to ask the Parish Council for a grant this year.

7. Review of Hire Charges and Salary of Any Part Time Staff

It was agreed not to increase the hire charges but to review them in October. It was agreed that we would pay our cleaner £13 per hour.

8. Film Licence

It was agreed to investigate what is needed to be able to show films in the Reading Room.

9. Future Events and Fund Raising

9.1 Christmas Bazaar

The Christmas Bazaar had been a success raising £790. Morag thanked everyone for their help.

9.2 Mungo Melvin's Talk

Mungo's talk will be on Friday 28 January 2022. The tickets will be £8. Mungo plans to donate the proceeds to the Forbes Field Project.

9.3 Quiz

The quiz will be on 1 April 2022. Morag said she had been unable to contact Sam and his Frying Machine who had provided fish and chips for the last quiz. Morag was investigating other caterers. Alison suggested doing our own food such as lasagne, as we had done in the past.

Action: Morag, Henrietta

9.4 Queen's Platinum Jubilee Tea Party

It was agreed to have a tea party on 4 June 2022 to celebrate the Queen's Platinum Jubilee. Ali and Eddie agreed to take the lead for this.

Action: Ali and Eddie

9.5 Music Event

Dathan agreed to contact James Browning to see if would be interested in playing in the Reading Room

Action: Dathan

9.6 Other Events

Ali suggested having a cheese and wine evening. Also, we hope to have a barbeque, Halloween and Christmas Bazaar.

10. Meeting Dates for 2022

Mondays 25 April, 18 July, 17 October 2022 All Committee Meetings starting at 6.00pm
AGM Monday 14 November 2022 at 7.00pm