

## NOTES FROM THE PLANNING MEETING HELD ON 13<sup>TH</sup> OCTOBER, 2019

Present: B. Zammett, L. Clark, T. Clark, H. Wareing, J. Beaumont, J. Coogan.

Ben said that Nicky had resigned from the committee and we considered names of those we could approach to be new members.

Ben explained that the whole heating and hot water system would be run off the new system. There would be four fan units in the main hall and one fan unit above the hob in the kitchen. There would be an heated towel rail behind the kitchen door under the electric cupboard in the kitchen. The side hall would have a radiator and the coat pegs would be removed.

In the entrance hall the fire extinguisher to be moved lower down the wall to the left of the entry doors.

In the men's toilets there would be a new wash basin and radiator and the water heater and background heater would be removed.

In the ladies' toilets lobby area there would be a hot water cylinder in the corner near the window. This may be boxed in later. There would be a radiator where the present wash basin is and a new wall-mounted wash basin would go where the mirror is at present.

In the disabled toilet there would be a radiator on the external wall. The water heater and background heater would be removed.

We agreed we needed to explore sale of the polisher, 6 electric heaters, two water heaters (from the kitchen) and two handbasins with mixer taps.

NEW SIGNAGE. Hilary said that with regard to becoming a 'dementia friendly' hall she would download and laminate appropriate signs to see what they looked like before investing in permanent signs.

EXTERNAL SIGNAGE. It was agreed that Ben order a metal sign to go under the kitchen window indicating that we accept no liability for cars parked on our premises.

PAINT. We agreed to use Dulux Trade paint and to go for soft sheen which would be easy to clean. Hilary had been advised to try a small area with the new paint and wait to see if marks showed through. If they did we would have to apply a coat of sealant. It was suggested we would use Dulux Trade Diamond white satinwood for skirting boards, door frames and doors. The end walls would be painted a darker colour than the long side walls and the dado rail would be the same colour as the walls. The small piece of dado rail on the 'chimney breast' would be lowered to match the rest.

ELECTRIC. Ben said that Martin from Retherm would give us an idea of our electric usage. Terry said that the peak and off-peak charges are quite close.

NEW HIRE COSTS. It was agreed that £9 per hour seemed a realistic figure for the new hire rate given that hirers would have their heating included. We would need to re-affirm our new hire costs. We would be charging £150 for the election this time but from next year the charge would be £200.

RELAUNCH. The newly heated and redecorated hall would be relaunched on Saturday, 25<sup>th</sup> January, 2020 which was a National Village Hall Day. Ben said that the Village Hall History Day on Monday, 21<sup>st</sup> January looked as if it was going to be more social media led and, anyway, this Monday would not fit with our relaunch date. Ben would invite the local councillors and M.P. in plenty of time. Also Kim or anyone else from the Big Lottery. We could order signage in connection with Big Lottery award.

Ben said that the village hall would be a closed building site for the duration of the Retherm works.