

STADE HALL ADVISORY COMMITTEE

Notes of Meeting held on Thursday, 13th February 2014

Present:

Richard Homewood (Chair)
Virginia Gilbert
Steve Manwaring (part left 1450)
Dick Edwards (part from 1430)
Paul Joy
Carole Dixon
Yasmin Ornsby
Catherine Orbach
Cherry Longley

Apologies:

Chris May, Christine Barkshire-Jones, Paul Carter, Cllr. Webb

1. COMMITTEE STRUCTURE AND CHAIR

Agreed that RGH will continue as Chair and noted that the Committee is content with the current representation.

2. FINANCIAL STATEMENT

- 2.1 The Budget Report was noted (actual spend April 2013 to January 2014 – 10 months).
- 2.2 Water & Sewerage Charges: The Hall charges appear excessively high whilst the Open Space charges appear very low. This could relate to the pop up bollards on the open space using water from the Hall. **Action VG**
- 2.3 Outstanding Invoices: YO commented that invoices for events occurring some time ago still have not been processed. **Action VG/Aaron Woods**
- 2.4 Snagging Items: VG advised that a meeting was held yesterday to resolve and progress the outstanding and additional snagging items. Windows and door hinges should be included. A list will be circulated for the inclusion of any further items. **Action VG / All**
- 2.5 Open Space Surfacing: VG advised that discussions are going forward with Westridge about poorly-laid sub-surface being the cause of cracking. Update at next meeting. **Action VG**

3. BOOKINGS DIARY

- 3.1 The bookings diary was noted. There is a need to double the amount of bookings to break even; it is hoped that the Classroom on the Coast may contribute to the number of future bookings. Ideally the income for the building should offset the costs which currently equates to approx. £9.5k p.a.

- 3.2 Seafood & Wine Festival 20th & 21st September: This event to be booked at the Hall. **Action CML**
- 3.3 Stade Saturdays Programme: It was felt that should this year's Stade Saturdays events make use of the Hall and Classroom then financial contribution would be expected. RGH agreed to discuss this year's arrangements with HBC Regeneration and report back to next meeting. **Action RGH**
- 3.4 Events Diary On-Line: It would be prudent for businesses/visitors to be able to access an up-to-date events / What's On diary. VG to discuss with Kevin Boorman. **Action VG**
- 3.5 1066 Markets: Finance for last year's events has now been resolved. The markets will continue this year on a limited basis i.e. Sundays only.

4. CONDITIONS OF HIRE FOR STADE HALL & STADE OPEN SPACE

VG advised that the document has been amended and updated in line with comments made. The insurance section of the Conditions for Hire has been expanded regarding public liability. However some events do require insurance but some do not. A form 'Request to Hire Stade Hall' was tabled for information. Anyone wishing to book the Hall is required to complete the form and Aaron Woods would discuss any need for suitable insurance with the prospective hirer.

5. CLASSROOM ON THE COAST – PROGRESS

- 5.1 The progress report was noted. Completion date has been put back by approx. 2/3 weeks due to various building issues.
- 5.2 Concern was raised regarding the installation of main hall electricity / plumbing points which are situated very close together. Chair storage is now difficult to access as the cupboards only have single doors. The Committee felt that they should have opportunity to comment on works prior to them being carried out in order to avoid problems that will need to be resolved/rectified later. Agreed that RGH/VG/Mel Weir meet to discuss further. **Action VG**

6. NOTES OF LAST MEETING (7TH NOVEMBER 2013)

Agreed.

7. ANY OTHER BUSINESS

- 7.1 Charitable Status: The Committee briefly discussed using charitable status to operate the Classroom on the Coast. Notwithstanding the MMO grant conditions, the building is small and to try and operate the two concerns separately would likely become expensive. YO/PJ/PC/CO/SM to discuss and pass any comments/decisions to RGH. **Action YO**

- 7.2 Fishing Fleet Painting by Laetitia Yhap: YO requested that the painting be hung in the Stade Hall (currently stored at HMAG). Agreed that VG/Cathy Walling discuss security needs prior to installation. **Action VG**
- 7.3 Classroom on the Coast Officer: This post will be hosted by HVA. It will assist in the building being operated on a more formal basis and generate bookings for the Classroom. Job Description (roles/responsibilities) to be defined in due course. **Action RGH**

8. DATE OF NEXT MEETING
15th May 2014 , 3.30pm

Meeting Closed: 1515hrs

Distribution:

Stade Hall Advisory Committee
Cllr. J. Hodges
Jacqui Lockwood