



Chillerton & Gatcombe **Community Association**

**Minutes of the Committee Meeting
held at 7pm on Wednesday March 24th
2021 via Zoom**

Present: Peter Whiteman, Nigel Phillips, Gill Phillips, Jill Webster, Maxine Warr, Ian Poulter, Marcus Baker, Catherine Heatley (representing Bob Seely)

1. Apologies

Apologies were received from Nicki Harrington.

2. Minutes & Matters Arising

The minutes of the meetings held on February 11th were approved.

JW met with Ronnie Keates – agreement reached over initial hiring and purchase of pool table.

Hot water heaters purchased by GP.

Policy on Reserves completed by NP

Charity Commission policies GP (In progress)

GP spoke on behalf of the CGCA at the Parish Council meeting (Feb 16) re Chillerton & Rookley Primary School closure.

PW contacted Maxine Warr to inform her of her co-option to the committee. JW updated and circulated Contact List along with revised list of Meeting Dates.

Insurance policy checked ref security alarm by NP

Rules of Use for snooker table produced by PW (In progress)

Henry Hoover purchased by GP

GP and PW arranged for new flooring behind the bar.

Bathroom fittings purchased by PW

3. Treasurer's Report

The report was adopted as being accurate.

4. Zoom

It was agreed to contribute £30 to Chillerton & Gatcombe Parish Council to be able to share use of their Zoom package.

5. Maintenance & Refurbishment

Peter Whiteman reported that the carpet has been laid and new flooring fitted to the bar area. The water heater has been connected (Gallybagger) but the siting of the other heater in the village hall has to be decided. New cisterns have been fitted in the toilets. The outside fence has been repainted. A gallows-post to hold the new sign has been positioned. Bar wash-up area is ready.

Bar Area - It was agreed that once the chiller and the till have been fitted, siting of a glasswasher would be discussed. Space may be difficult but in the interests of health and hygiene, overall, it was thought that this was a necessary purchase. It was agreed to purchase two bar stools and matching small table for use near the bar. **(Action – Marcus Baker)** Either two A4 frames (donated by Coca Cola) or one A3 frame (to be purchased) will house the price lists required by law. **(Action – Gill Phillips & Jill Webster)** Suitable

rubbish bins to be considered **(Action – Gill Phillips)**. Rubbish/recycling to be left outside premises to see whether they will be collected **(Action – Gill Phillips)**

Refreshments – A new list for stocking the bar will be produced and brought to the next meeting by referring back to the previous lists **(Action - Gill Phillips & Marcus Baker)** A set of basic white crockery to be sourced. **(Action – Gill Phillips)** with an additional twenty mugs to be 'badged' with the Gallybagger logo. **(Action - Peter Whiteman to provide suitable logo image.)** It was agreed that only wrapped food should be on sale. **(Action – Gill Phillips to bring proposals to the next meeting)**

It was agreed to have a phone line installed on a 'no charge for installation and a 2-year contract of £25 per month'. **(Action – Marcus Baker)**

Outside Area- Fence and shed has been repainted. The picnic table will be disposed of. The Goodenoughs will be asked for advice and help on 'landscaping' and re-planting the area outside the Gallybagger. **(Action – Peter Whiteman)** Proposals to be brought for stackable outside chairs from Mole Valley to the next meeting **(Action- Gill Phillips and Jill Webster)**. Mole to be asked to donate a set of chairs **(Action- Ian Poulter)**

A previous quote of £4000 to replace the fence around the village hall was discussed at length. As the quote was obtained by the previous committee and therefore probably now out of date, it was agreed to obtain three new quotes. **(Action – Peter Whiteman)**

Signage- It was agreed that the Chillerton Club/Reading Room sign should be removed from the outside of the Gallybagger premises. Bradings will be asked to check before removal that there is no damage behind the sign. **(Action – Peter Whiteman)** A new sign, at a cost of £200, was agreed by all.

Toilet facilities- It was agreed to install baby-changing facilities in both the village hall and the Gallybagger. **(Action- Maxine Warr to order)**. It was agreed to remove the urinals, swap the ladies and gents cubicles and fit a full height cupboard in the new ladies' toilets. Bradings have submitted a quote for £1100 for redecorating both toilets, the corridor and the porch. Two more quotes to be obtained **(Action – Peter Whiteman)**

6. Opening Days and Times

It was agreed to wait until June 21st to re-open fully and with no restrictions.

7. Bar Rota

A list of volunteers will be compiled. **(Action- Nigel Phillips)**

8. Pool Table

The acquisition of a pool table was unanimously agreed.

9. Cash Register

Purchase of a cash register was unanimously agreed.

10. Snooker

It was agreed that Roger Packer (snooker) and Andy Potts (billiards) could have keys for the premises in order to maintain the snooker table. A Terms of Use contract will be provided for Mr Packer and Mr Potts. **(Action - Maxine Warr & Jill Webster)**

11. Cleaning

The resignation of Janet Packer as the Gallybagger cleaner was noted. It was agreed that although Mrs Packer had offered to repay all or part of the remuneration (£650) she received during Covid, this would be waived.

Irene Gorton (current cleaner of the Village Hall) to clean both premises starting at the Gallybagger on a half-honorarium (£12.50) from w/b April 19th 2021.

12. Photo Competition

Details of the proposed Photo Competition were unanimously agreed.

- Subject matter to be parish related.

- Adult and Children's categories. (Children under 15 years of age)
- Two entries per person
- First, second and third prizes of £25, £10 and £5 for each category.
- Closing date of July 31st, 2021
- Committee to judge the entries.
- Entries to be received by email or hard copy.
- Cup donated by Roger Packer for the overall winner.

13. Security and Keys

The Chair reported that the alarm is working and has been checked by our electrician. The Treasurer reported however that the current insurance policy does not require an alarm to be fitted.

14. Further purchases

Possible purchase of a slimline CD player (**Action – Jill Webster to provide examples**)

15. Any other business

- Documents/ records and paperwork concerning the CGCA will be examined, and either be accordingly safely disposed of or stored securely. (**Action – Gill Phillips and Nigel Phillips**)
- It was noted that the Gallybagger and the village hall have been registered as possible premises for exhibition use in the Looking Out From Lockdown project.

16. Future agenda items

- Scarecrow Festival
- Purchase of a glasswasher
- Licence/Commercial disposal of rubbish/recycling
- Purchase of CD player
- Spruce-up of the area outside the Gallybagger
- Village Hall fence

17. Date of next meeting

The next meeting will be held on Thursday April 15th 2021 at 7pm either via Zoom or at The Reading Room.

The meeting closed at 9.12pm

Signed..... (Chair)

Date.....