

Lindridge Parish Hall

Minutes of the committee meeting held at 7.30pm on Tuesday 13th January 2026

Present: Margaret Chaffey(MC), Sheridan Chaffey(SC), Liz Dove(LD), Julia Gordon(JG), Mike Harley(MHa) Chairman, Martyn Holloway(MHo), Hywel Williams(HW), Pauline Briggs(PB) Secretary

1. Apologies received from Sheila Benbow, Julia Cooper(JC), Polly Gillespie, Gilly Humphries

2. The Minutes of the meeting held on 11th November 2025 were received, accepted and signed as a correct record.

3. Matters arising

- MH suggested we should aim to appoint a Chairman at our March meeting
- Hall sign (see SC report attached). SC, MHo and MHa are sourcing varnish and a plastic sheet to protect the artwork from uv damage, and confirmed that costs may amount to £200. The committee agreed unanimously to this expenditure.
- JC is in contact with Nicky Burt about the storage container and also future events in the hall involving youth club members.
- Catering arrangements for Stephanie Mocroft's talk, the wreath making afternoon and the Christmas Fayre went ahead as planned. All were very successful events helped by coordinated marketing messages by SC, MC and JG.
- JC and PB sent out Christmas cards on behalf of LPH to our volunteers and oversaw distribution of cards and crafts made by the youth club and of cards made by pupils of Lindridge School to older members of the community.

4. Reports/Updates: see attached

Health & Safety

- In response to a request from the Toddler Group, two bags of rock salt had been purchased and are currently stored in the corridor.
- MC will inform hirers that the rocksalt is there, and its availability will be included in the LPH hire agreement.

Maintenance

- The committee agreed unanimously that the car park repair should go ahead beginning Monday 26th January. SC has informed Yarrantons and The Eardiston that the car park will not be available that week. SC will contact everyone who has hired the hall to let them know. The work will be completed by the afternoon of Friday 30th at the latest.
- Funds to cover the repair have already been transferred to LPH account by MHDC. SC requested that a contingency of £500 be available should any unforeseen added work be necessary. This was approved unanimously. Both SC and MHo undertook to keep a close eye on the progress of the work throughout the week. SC was thanked for all his work to bring this project to fruition.
- It was noted that the three sets of Christmas tree lights should be PAT tested.
- The two smoke alarms, having come to the end of their life, have been replaced.
- The loo seat in the Ladies has been fixed and the door to the Boiler Room made easier to (un)lock. Thanks to MHo.
- A replacement recycling bin is required: PB to make enquiries
- It seems the LPH defibrillator is not registered. HW to check through LPC.

Films

- Following the recent NTL screening of The Fifth Step MHA suggested more research into content might be carried out before booking.

Breakfasts

- It was agreed to leave a review of prices for 6 months.

5. Policies review:

- Some small amendments were noted. SC will update the policies where necessary.
- It was agreed that no personal data shall be included in the policies. A list of committee members responsible for particular policies will be held centrally. Anyone wishing to raise concerns will be asked to contact the LPH committee by email and their message will be forwarded to the committee member responsible.

6. Change of front door code and keysafe number:

- MHo will change the front door code to C3126Z on the morning of Sunday 1st February 2026. The keysafe by the front door will be changed to the same combination.
- At the same time the number for the keysafe in the corridor will be changed to 126.
- MC will inform regular hirers at the end of January of the new front door code and all committee members will be told of both changes.

7. Hiring rate review:

- SC informed the committee that current hall running costs are slightly less than 3 years ago. After a brief discussion it was unanimously agreed to raise the hiring rate for regular users from £10 to £12 per hour and for one-off hirers from £15 to £16.50 per hour. Day and weekend rates will remain the same.
- MC will notify hirers of the changes which will come into effect on 1st March 2026.

8. Forward planning:

- Subject to confirmation and in consultation with local organisations in order to avoid any clashes, the following 2026 dates were proposed:
 - Saturday May 9th - Plant Sale
 - June date tbc - Open Gardens
 - August date tbc - Lindridge Show
 - October date tbc - Harvest Celebration linked in with talk by Oldfields Cider
 - Saturday December 5th - Wreath-making
 - Wednesday December 9th - Christmas Craft Fayre
- Efforts to contact Charlotte Walters (costume designer) not as yet successful
- Enquiries for a new Pilates teacher still on-going

9. AOB

- SC will encourage LPH supporters to sign up on rotas in his next email.

10. Date of next meeting: 6pm on Tuesday 10th March

The meeting closed at 9.38pm

Signed

Date