



THE GROVE BUILDING, Mere, BA12 6DS

SPRING NEWS 2013

Periodically there are developments/issues that we would like to bring to your attention or to take your advice on. We thought an occasional newsletter might be a nice way to communicate rather than by letter or email.

LOOKING BACK:

2012 was another very busy and successful year all round with both halls being used almost to their maximum. We continue to have our regular users including Boy Scouting, Girl Guiding, Pilates, Tai Chi, Historical Society, Castle Hill Quilters, Women's Institute, Merely Women, Mother's Union, Friends Together, Lip Reading, Gardening Club and the Art Group. In addition we have been able to accommodate several Wedding Receptions, Special family gatherings, a host of children's parties, along with many Church related functions and meetings. Many other organisations such as the Friends of Mere Museum, Suchana, Friends of 5's Court, local Councils, Zumba, MereNeighbours and others have made use of our facilities throughout the year.

The facilities in the small hall have proved popular and were further enhanced with the donation of a second white board and a free-standing easel. We also now have a free-standing projector screen for those 'odd' occasions.



MAINTENANCE

1. We have now completed the repairing/recovering of all the red fabric chairs. Please DO NOT stack them and may we remind you – they are for sitting and not for standing on.
2. The water heater in the kitchen was relocated and lowered to make it safer when filling tea pots etc.
3. Fire extinguishers were mounted on walls rather than being left sat on the floor and a fire blanket and additional extinguisher were fitted in the kitchen. Would you know what to do if the need arose?
4. During the year our cleaners decided to retire and whilst they were a hard act to follow, our new cleaners 'Dust Busters' deliver an impeccable service – even the windows seem to be cleaner! They come in the early hours most Mondays but we still need your help in being thorough by sweeping up and washing over the surfaces which have been used - kitchen worktop and tables in particular please. We provide all cleaning materials which are housed in the kitchen area for your use and have even purchased new floor brooms and a really posh dustpan and brush.
5. 2013 will see the outside woodwork being painted by a local decorator. This will hopefully not inconvenience any users whilst it is underway.



SOUND SYSTEM



After much debate and research we have relocated all the sound system to a new locked cupboard on a window cill in the Main Hall. During the year we had to purchase a new Loop Amplifier as the old one overheated – apologies to those who would normally rely on this whilst it was being repaired. We received a donation of a hi-fi system which can be plugged into the main sound system by arrangement. We have also been able to adapt things so that users of the Small Hall can have access to the hearing loop system. Thanks go to the Mother's Union group who sponsored this.

PRIVACY AND SECURITY

There are occasions when there is a private party (maybe with children in attendance) and the toilet facilities are also required for use by people using the Church. In order to facilitate the needs of both and to avoid Church users walking through the halls to use the conveniences we are purchasing two portable screens to separate off the disabled toilet from the rest of the building. Church users will then be asked to use the Barton Lane entrance when there is dual use. Hopefully this enhancement will give us more flexibility in the use of the facilities generally. The screens may also prove useful for other purposes.



BOOKINGS and the CALENDAR

Everyone now seems very happy with the booking arrangements. Our web site (www.grovebuilding.co.uk) is extremely successful and the on-line Calendar is ALWAYS up to date. Have you checked your bookings recently?

If you have dates booked and the detail is incorrect then you must make contact to avoid conflict or over charging. If your bookings are not shown then someone else may take your slot – please **DO NOT** assume anything, it only takes a phone call or email to sort things out! **Bookings DO NOT get entered onto the calendar unless a Booking Form is received.** All invoicing is based on the bookings shown on the calendar!

TEMPORARY EVENTS NOTICES

The law states that where alcohol is sold a Premises Licence or a TEN licence has to be obtained. There is no way around this. Any one building can have a total of 12 TEN licences attributed to it in any one year. Last year we reached that maximum for the first time and we are already up to a commitment of 8 for 2013. The GB Committee have agonised over this issue for some time in an effort to find a solution fair to all users. Since holding a Premises Licence would place a disproportionate burden on the volunteers running the facility, we have decided to make a small change to the booking procedure. In future groups wishing to consider the sale of alcohol should in the first instance make the usual booking to the Booking Secretary and only when instructed, make the application for a TEN. Please **DO NOT** just go ahead with the TEN applications. More details and information on this is available from our web site and the Committee.

INVOICING

For all Regular Users invoicing will be in arrears on a quarterly basis. Invoices will be sent out at the beginning of April, July, October and December (including up to end of December).

For all Casual Users, payment along with a signed 'Conditions of Hire' and your 'Booking Form' (both available from the web site) should be submitted 2 weeks prior to the event.

We are as always, grateful to all those groups and patrons who continue to use our facilities enabling us to maintain and offer such a wonderful facility for St Michaels Church and for the local community as a whole.

Whether you regard Mere as a village or town, it certainly is never dull living here with so much going on.

This newsletter can also be found on our web site.

The current committee comprises:

Peter Knapp (Chairman), Judy Bickerstaff (Treasurer), Richard Jefferies (Bookings Secretary)
Judy Avory (Minutes Secretary & Provisioning), Chris Bixby, Peter Platt-Higgins, Isabel Howell