



Scarth Hall, Staindrop

A HALL FOR ALL

Stocktake	As well as the kitchen items (above) it was agreed that a full audit of all furniture, equipment, crockery, cutlery etc. be undertaken with a view to disposing of excess or setting aside long-term storage.	All
Storage	<p>It was felt that the hall was short of storage space and did not use what storage space it had efficiently.</p> <p>Following the Kitchen and general Stocktake we need to re-assess storage needs.</p> <p>In particular – levelling the floor and providing shelves in the ‘lift-shaft’ cupboard. The current step is very deep and dangerous when moving heavy items.</p> <p>New low-level storage along the wall opposite the servery.</p> <p>New storage to the west side of the Bistro.</p> <p>Rationalise cleaners cupboards to one.</p> <p>Better utilisation of the upstairs lavatory. Space between boiler room and west wall. The window is not needed for light or ventilation.</p>	
Bar refurbishment	<p>Les outlined some ideas:</p> <p>Building a shutter along the front of the bar to the same height as the top of the vestibule. This aids security and reduces the need to clear away higher value spirits etc.</p> <p>Encroaching on the space at the west end of the sound-desk to provide additional space for drinks.</p> <p>Adding a ‘slop sink’ in addition to the existing hand-washing sink to remove the need to carry water / slops to and from the bar area.</p> <p>Rationalising refrigerator storage, perhaps a single, taller fridge or one at working height.</p> <p>Les to contact Peter Wade.</p>	Les
Front vestibule	Consider wood panelling to the front lobby, Possibly Peter Wade again or Geoff.	Les / Geoff
Stone on building corner	<p>The coping stone of the wall near ground level to the north-west corner of the Hall has been damaged due to turning vehicle.</p> <p>Can we employ a bollard on our own ground, on Stangarth Lane or on the pavement? What permission from Parish, Durham County Councils or Stangarth residents might be needed?</p>	Ed / Ian / Geoff



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Paintwork	A review of all painted and varnished surfaces to be undertaken.	Mike / Ian / Margaret
Caretaker	Trudie has resigned and will leave on 26 th October. A replacement or replacements (job share) is needed and the interaction with the cleaner(s) established. Draw up Job Specification. Draw up Advert for local press, newsagent etc.	Sheila Sheila/Stephen

Ian R

10th October 2018