

## Minutes of meeting held at the Jubilee Hall on Monday 7<sup>th</sup> December 2009

**Present:** John Sullivan, Phil Kershaw, Sandie Wells, Sarah Gleadell, Marjorie Fowler, Norman Good, Trish Baxter, Janet Smart, Paula Bramley Ball, Kate Langridge, Karen Hodgson.

- 1) **Apologies:** Sarah Love, Daren Milton
- 2) **Approval of Agenda:** Approved, but two additional points (e) & (f) added to **7. Maintenance**
- 3) **Approval of Minutes:** Approved and signed
- 4) **Matters arising from last minutes not covered by this Agenda.** a) Changes to premises licence: would cost too much, no real value to us, so will continue to works with TENS. b) Moroccan Night report. Great success, especially belly dancers, profit £516. Kate Langridge, Sarah Gleadell and Janet Smart happy to arrange another event in the Spring . c) Hallmarks I & II inspection. Sarah Gleadell produced report. All excellent. Certificates given to Sandie Wells for putting up in hall. d) Computer Courses. Raised £265. John Sullivan may well run them again in Autumn 2010, but not before that.

Janet Smart suggested that it might be appropriate for the School/Pre-School to be represented on the committee. John Sullivan to follow this up.

John Sullivan suggested that Daren Milton, who has joined PCC, become its representative on the Jubilee Hall committee. All agreed that this is appropriate

- 5) **Accounts** Phil Kershaw reported that income and current financial position are satisfactory: hiring income keeping up well with £3,000 to date in this financial year. Moroccan and Greek nights raised well over £1,000 in total, thus replacing previous annual Leigh House party income. Moonflete (play) raised over £100, which is excellent for a Take Art production. Outgoings £300 (Chant) for *disabled loo floor*. Minor sums for *replacing ridge tile* and some *plumbing*. Fuel costs not expected to exceed last year. *Fans* hopefully decreasing costs (they use minimal electricity). Trish Baxter brought up question of Exit lights being on permanently, even when hall not in use. Turning them off at night would save around 10p a day, which mounts up. Sandie Wells to ask Paul Rudkin to investigate possibility of timer switch. Insurance Phil Kershaw reported that this will be cheaper and give us better cover. He also reported that PRS will merge with PPL next April (for details see minutes of last meeting). Fee will increase slightly, but should involve far less bureaucracy in future.
- 6) **Booking Secretary's report.** Sandie Wells reported that in spite of several groups having ceased operating, bookings are holding up well: October very busy, including baptism party, Harvest Lunch, Moroccan night, school bingo, Take Art production and other drama. November also up – interesting booking from Slade Builders for Health & Safety Training which went very well, plus many others. Bingo evenings for school and pre-school were really successful. December bookings slightly down owing to some unavoidable cancellations. Karen Hodgson brought up the question of a 'Suggestions Book' to be placed somewhere obvious. All thought this a good idea: someone said that a 'Suggestion Box' might work better, so that people aren't influenced by earlier comments.
- 7) **Maintenance**
  - a) **Fan System report.** (see Treasurer's Report above) working very well winter and summer .
  - b) **Possible renovation of storage hut.** John Sullivan concerned about inconvenience to Sandie Wells of staging being stored upstairs owing to poor condition of Outside Storage Hut. He asked Rod Wells to provide a report, which he has kindly done. Rod has come up with an approximate

figure of £4,500 to put this right. Fund raising will be required to achieve this sum: John Sullivan and Sarah Gleadell to look into grant possibilities. It was agreed that we should wait for Spring 2010 before taking further.

c) **Maintenance of main hall floor.** Floor is beginning to show signs of wear. Retreatment will be required in August 2011, involving sanding down and 5 or 6 new coats of varnish at an approximate cost of £1,800. Paula Bramley Ball suggested, to general approval, that a long-term maintenance plan be drawn up for this, and other aspects such as redecorating, ceiling maintenance etc. John Sullivan, Phil Kershaw and Sarah Gleadell to discuss and produce draft schedule.

d) **Modifications to main hall cupboard.** Not discussed.

e) **Slippery area at foot of steps inside main gate.** John Sullivan reported that Jacqui Weller and someone else had slipped up on the mud and sludge accumulated here owing to recent wet weather, poor drainage and uneven blue lias paving stone. Peter Pye and Rod Wells have considered the problem and come up with various options. John Sullivan is going to investigate as a matter of urgency finding someone to take up and relay the offending stone. Other incidents include Karen Hodgson slipping on worn step: possible solution is painting steps with non-slip covering. Also Bert Froude tripped on differing level alongside path round side of building: possible solution, paint yellow, or put flower troughs alongside path which might look better.

f) **Damp in wall between White House and Jubilee Hall.** When main restoration took place this wall could not be repointed owing to presence of oil tank belonging to White House. Damp is now penetrating, may well already be affecting White House as well, and must be dealt with. To do work oil tank will have to be moved – it is an obsolete model and will have to be replaced by new double-skinned tank. This will be expensive: it was agreed that Rod Wells should be asked to negotiate on Jubilee Hall's behalf regarding possibility of sharing costs with White House.

8) **Lottery 2010** To be launched on January 4<sup>th</sup> rather than in December as normal. This is to relieve pre-Christmas rush pressure on Julie at the Post Office, who very kindly helps sell the tickets.

9) **Lottery Draw – 4<sup>th</sup> Quarter 2009.**

<b>October</b>	<b>Winning Number</b>	<b>Name of Winner</b>
£25	47	James Goddard
£10	13	K Black
No. 131	121	Mrs J Milton
<b>November</b>		
£25	52	Jamie Thomas
£10	33	Elaine Willis
No. 132	112	Michael Duke
<b>December</b>		
£50	73	Jim Paull
£25	105	Jan Sullivan
£10	21	Russ Haggard
Free number for 2010	22	Bert Froud

10) **A.O.B.** None

11) **Date of Next Meeting.** Monday 22<sup>nd</sup> March at 6 p.m



**Meeting concluded with Festive Drinks and Eats. Happy Christmas to all!**