

## **Minutes of held at the Jubilee Hall on Monday 21<sup>st</sup> September 2009**

**Present:** John Sullivan, Phil Kershaw, Sandie Wells, Sarah Gleadell, Marjorie Fowler, Norman Good, Trish Baxter, Janet Smart, Daren Milton, Paula Bramley Ball, Kate Langridge. Karen Hodgson was welcomed as new Art Club representative, replacing Jacqui George who has now moved away and resigned.

- 1) **Apologies:** Sarah Love
- 2) **Approval of Agenda:** Approved
- 3) **Approval of Minutes:** Approved and signed
- 4) **Accounts** Phil Kershaw said that Accounts for 08/09 have now been approved by accountant. Large bill for towers has been paid. Completion certificate for Awards for All grant for fans and electrical work has been sent off. Hallmarks 1 & 2 inspectors who came on Sept 17<sup>th</sup> were very happy with presentation of accounts and accounting procedures.
- 5) **Booking Secretary's report.** Sandie Wells reported that usage hours had decreased during summer months. 11 groups book regularly. Computer classes starting again in Autumn, also Bridge. Income has kept up well owing to one-off bookings such as coffee morning, Ballroom dance group's dinner dance, polling day and other events. Income from hiring kitchen equipment, stuff from outside store and, in particular, the stage amounted to £283 in total.
- 6) **Repairs to roof.** The missing ridge tile has been replaced by Ray Gowers
- 7) **Changes to premises licence.** Under new legislation the committee as a whole can be nominated as 'Premises Manager'. Amendment to licence costs £100, £70 p.a. thereafter. If we go down this route we can still ask hirers to apply for TENS (temporary event notices) if need be. After some discussion it was decided to form a sub-committee to go into this in more detail and to report back with pros, cons and recommendations at the next meeting. John Sullivan, Sandie Wells, Phil Kershaw, Paula Bramley Ball, Daren Milton and Sarah Gleadell agreed to form sub-committee.
- 8) **Wii games report.** Sandie Wells reported that although the two sample Wii evenings had gone OK, the children in particular got bored after they had had their turn. There is the problem of CRBs if regular sessions involving children are set up. After some discussion committee agreed that this is probably a non-starter but that since we have the basic equipment we can offer this for hire as an extra for parties etc held in the hall. All agreed that £10 was a reasonable hire fee.
- 9) **Theme evening – 31<sup>st</sup> October.** This is to be a Moroccan night. Kate Langridge and Sarah Gleadell will organise, involving others to help with cooking as before. Following a complaint that Greek evening not widely advertised, they will put notices in shop, hall notice box and inside the hall when details have been finalised. John Sullivan will also advertise in e-letter.
- 10) **Hallmarks 1 & 2 inspection.** Sarah Gleadell reported that she, Sandie Wells and Phil Kershaw had a good meeting with 2 inspectors, who were enthusiastic about the efficiency with which the hall is being run. They think it extremely unlikely that we will fail to get these two hallmarks renewed.

11) **Computers/Digital Photograph training – new courses.** John Sullivan reported that all courses are now full except for two places on digital photography. He also said that there will be some expenditure on our computer equipment.

12) **Maintenance**

- a) *Installation of fan system.* John Sullivan reported that this has proved excellent for ventilation in summer. Phil Kershaw and Rod Wells will now turn the fans over for the winter to propel hot air downwards. Ceiling space was swept at same time. This should be done at 3 – 5 year intervals.
- b) *Possible renovation of outside hut.* John Sullivan will talk to Rod Wells and get some prices which he will bring to next meeting. We can then look for grants. Janet Smart brought up possibility of building on concrete space in front of hut. This will probably prove too expensive and planning issues may arise, but John Sullivan will consult Rod Wells on this as well. Karen Hodgson said that Art Club are looking for somewhere to store display screens: there should be room in hut when it is restored and damp proofed. Two old metal-legged large non-folding tables which were taking up a good deal of room are going to Magdalen Project on permanent loan.
- c) *Maintenance of main hall floor.* Colin Langridge will estimate for another coat of varnish soon.
- d) *Enlargement of main hall cupboard.* John Sullivan asked Simon Preston to estimate for extending Hi Fi cupboard downwards. Simon quoted £300. Decided not to proceed for the time being.
- e) *Fencing.* Daren Milton has kindly said he will repair this.

John Sullivan thanked Norman Good for his excellent maintenance of the garden, which includes planting some colourful nasturtiums.

Sarah Gleadell suggested a floor covering in disabled loo. Sandie Wells agreed to get a price for this.

13) **Lottery 2010** Phil Kershaw reported that there were 121 subscribers in 2009 and we made £700 profit. Decided to go ahead with 2010. John Sullivan will talk to Julie in the Post Office re selling tickets. Promotion to start on December 1<sup>st</sup> 2009

14) **Lottery Draw - 3<sup>rd</sup> Quarter**

July	Winning Number	Name of Winner
£25	54	Bryan Spence
£10	96	Jacqui George
No. 128	126	Jan Sullivan
<b>August</b>		
£25	11	T. Black
£10	56	Dori Beeston
No. 129	62	Mike Parsons
<b>September</b>		
£25	30	Marj Fowler
£10	72	Geoff Middleton
No. 130	76	Mrs P R Rawling

15) **A.O.B.** Karen Hodgson asked if Art Club could display pictures in hall. Agreed that they could display in committee room and sell (10% commission to hall) Janet Smart raised question of school/pre-school rep. John Sullivan will examine constitution and report back

16) **Date of Next Meeting. MONDAY 7<sup>TH</sup> December 2009 AT 6 P.M. FESTIVE MEETING AS PER LAST YEAR.**