

Jubilee Hall Management Committee
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Minutes

Meeting held at the Jubilee Hall Monday 30th July 2007

1.Attendance: John Sullivan (Chairman), Sarah Gleadell, Norman Good, Roger Beer, Sandy Wells, Philip Kershaw, Marge Fowler, Stella Abbey, Kate Langridge
John Loaring, Jacqui George, Roger Barrett, Sarah Love

2.New member/Resignation Janet Smart was warmly welcomed to the committee as representative of the Horticultural Society. She has previously been Hon Sec and Treasurer so knows the hall very well.

Roger Beer has regretfully decided to resign, owing to his increasingly onerous duties as Chair of the Parish Council. Very sad to see him go: enthusiastically thanked by all for his hard work over the past few years.

3. Booking Secretary's report, internet café, broadband facility, Phonographic Performance Licence Sandy Wells produced figures on recent bookings compared with previous years. Sandy also showed graphs of café and Internet use. **PPL.** Sandy still struggling with v. complicated form. Will report back at next meeting. **Cleaner.** Sandy is asking around to find if anyone interested. Luke Bennett has quote £12 for inside and £12 for outside to clean windows regularly (? Bi-monthly). Both of these will be self-employed.

4.Maximising hire of hall facilities. The loss of the playgroup has dented our booking hours, but these are beginning to be made up by new bookings. Still looking for regular daytime weekday bookings: John Sullivan suggested a fortnightly 11 am '**Coffee Time Talk**' (working title). Janet Smart commented that WI and Mothers' Union already hold talks – important to work together and avoid clashes. Suggested price - £1 to attend, £1 special offer tea & cake. Sandy Wells brought up weekly **Yoga classes** as another possibility: she is investigating and will report back Age Concern's 'Active Living' sessions have not attracted enough business, mainly due to their inability to get speakers etc involved until the very last minute, when too late to promote. Active Living will be discontinued

5.Amendments to Booking Procedures and forms. Sandy circulated new pre-booking form and amended booking form. Janet expressed concern re our ability to reject bookings. Sandy said that we can refuse bookings at the outset, but not if hirers have paid up, held event, and given no trouble. The pre-booking form is designed to weed out unsuitable hirers: not infallible, but signed declaration will be useful in case of inaccuracies or disputes

6.Financial Report Phil Kershaw reported that Brownies debt of £82.50 has now been written off – not worth the aggro of trying to get it back – many attempts have already been made. All bookings must in future be paid monthly. The internet café has to date been providing income we would not otherwise have received: in past six weeks they have taken £200 profit, of which we have received £65. However PK concerned about use of heaters in winter months, when our costs will be higher and there may be less use. Phil therefore proposed that he reads the meter over a week at a suitable date. Tiger and Oshen are prepared

for change of terms. Phil then reported that our current available funds approximately equal our £8,000 debt, of which we will pay half now and hope to pay off in full by end of this year. John Sullivan then took the opportunity to thank Phil Kershaw for the huge amount of highly efficient and dedicated work he has put in for the hall, over the past year in particular. All agreed and a vote of thanks was made.

7. Electrical inspections/reports/certificates. 5-yearly: we are currently OK. Valid until 2011

8. Report on Leigh House event 7th July. A successful and enjoyable evening, It was reported by PK that the final figure for the profit on the Leigh House Event was £922, including donations.

9. Proposed New Year's Even party. Due to pressure of time a full discussion on the proposed New Years Eve Party not possible, but general approval of the idea. JSS said that he would arrange for more detailed proposals to be ready at the next meeting, for discussion by the Committee. (Following meeting there was a brief discussion between SL and JS: agreed to arrange a meeting within 2/3 weeks, involving, hopefully, SG,KL,SL ,JS & SW to discuss ideas and format) .SL expressed the view that such an event would be very popular in the village.

10. Drama update .Stella Abbey reported that a production had been arranged for Thursday,29th November. Entitled 'A Life in the Year', we will need to sell £220 in tickets to break-even. Three members of the cast will need accommodation. Sarah and Jacqui volunteered to help with this if necessary. Liz Earl another possibility

11. Hallmark 3. John Sullivan reported that due to our cancelling of the visit by the Community Council of Somerset's Inspectors earlier in the month, the new date for their visit will either be in September or November.

12. Parish Map. John Sullivan reported on a discussion with Janet Smart concerning the placement of the map: it had been agreed to delay further discussion for six months or so, until the success of the Internet Café project had been evaluated.

13. Prize Winners-New Lottery

JULY	Name	Number
£25	Norman Good	21
£10	Margaret Tett	51
£5	Roger Beer	69
AUGUST		
£25	Marjorie Fowler	16
£10	Mrs Loveluck	47
£5	Geoffrey Middleton	23
SEPTEMBER		
£25	Mary Pye	8
£10	Lisa Murrigan	29
£5	Brian Bishop	91

14. AOB None

15. Next Meeting: Monday, 24th September 2007 at 6.45pm, Jubilee Hall Committee Room.