

**Jubilee Hall Management Committee**  
**Jubilee Hall, Church Street,**  
**Winsham, Chard,**  
**Somerset**  
**Please reply to:**  
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Minutes of Meeting held in Jubilee Hall on 7<sup>th</sup> April 2008

- 1. Apologies:** John Loaring, Jacqui George. All others present.
- 2. Approval of agenda:** approved.
- 3. Approval of Minutes** of meeting dated 21 January 2008, delayed pending some date queries.  
Approval of Minutes of Special Meeting dated 3<sup>rd</sup> March 2008: Janet Smart proposed: Kate Langridge seconded. Minutes approved.
- 4. Matters Arising:** Discussed concerns about access to potentially unsuitable on-line games by young people using JH computers. Sarah Love stated that we already have strong controls in place, but that CBBC games are popular and educational and are permitted. Sarah L is supervising what is accessible.
- 5. New Parish Council representative.** John Sullivan welcomed Maxine Douglass as our new Parish Council representative (replacing Stella Abbey who resigned following the last Ordinary meeting).
- 6. Co-option of Paula Bramley Ball.** Proposer: Sandy Wells. Seconder: Marge Fowler. Paula will take on special responsibility for promoting use of the JH for meetings, conferences, etc. by users such as local government, local businesses etc. (Sarah Love has already organized a Council booking). Janet Smart made point that it is important to remember that the JH is for use of the villagers, and that we must not lose sight of this. All agreed that this was important, but that extra revenue generated by one-off events such as this would greatly help to cover increased running costs. Also these events would of course be held when hall is not in use by village: village continues to take priority. Concern about parking also voiced by Janet Smart. John Sullivan said that an arrangement had been reached with the Sports & Social Club whereby JH special event hirers can, if wanted, park for a fee of £1, having given advance notice.
- 7. Financial Report:** Phil Kershaw reported that the past year has gone better than expected: refurbishment debts now cleared in full. Number of regular hirers has increased, café produces regular income. Lottery income only £350 this year, probably largely due to the departure of Mike Richards, who sold tickets energetically from the Post Office. Donations amounted to £2,750 (not including Gift Aid to come). Running costs all up – heating, electricity, broadband: outgoings now £4,500 approx p.a. Our shares (acquired in 1930s) sold, realizing £4,400. Loan of £3,000 has been taken out at 3% interest (guaranteed by some committee members). This will ensure continuing liquidity should any cash flow problems arise.
- 8. Booking Secretary's Report:** Sandy Wells reported that regular bookings are increasing (Tai Chi, Bridge, Art Club back again, Aikido for children) with several starting – or likely to start – very soon (reading group, 5-week salsa course, Gymboree for toddlers. All groups are village users. Computer classes are very popular.

**9. Report on Grant Applications.** John Sullivan reported that ‘Opportunity Chard’ was a fiasco: people couldn’t get in and were unable to vote. Our ceiling heating fan application was unsuccessful. He will write a letter of complaint.

**10. Heating project.** See above: we will try Awards for All for ceiling fans, and possibly a condensing boiler. To be discussed in detail at a later date.

**11. Annual report – Progress to date.** John Sullivan reported that he is working hard on this and a draft will be available in 3 –4 weeks. All are requested to read the draft carefully and comment as necessary.

**12. Revised dates for AGM and preparation meeting.** AGM will be June 16<sup>th</sup> 2008, with a preparation meeting (next full meeting) on 2<sup>nd</sup> June. AGM will be publicised in Parish Magazine and E-letter as well as on village noticeboards and in the shop. Advanced notice will be given in next Parish Mag. John Sullivan will deal with this.

**13. Café and Broadband facility** (attached document ‘Proposal to enhance JH Café facilities’ was circulated) John Sullivan reported that he, Paula, Sandy, Phil and Oshen had held meetings to discuss possible extension of opening hours and purchase of new inside tables/garden furniture. John S said that extending opening hours to 6 p.m. will increase internet use, in particular by young people (currently unable to have access after school). Oshen also asked for optional opening from 12 – 3 on Saturdays if hall not booked. As pointed out on many previous occasions: village hirers take full priority and will be given choice of café being open or closed during their hiring. Much discussion: Janet Smart and Kate Langridge concerned that longer opening hours would put potential village users off. Also discussed whether or not café’s daily rent should be increased from £4. John Sullivan pointed out that the café would be providing a useful service for the villager by opening for longer and they also did a great deal in maintaining the computers and the network. An increase might be negotiated at the end of the year. It was voted to allow opening hours to be extended to 6 p.m over the summer, reviewable in 6 months. Optional opening of 12 –3 on Saturday for same period also agreed, with strict provisos as before as to villagers taking priority. Rent to stay as it is for this period, then to be reviewed. Use of garden by café and purchase of extra furniture was discussed. Decided not to spend up to £500 on garden furniture, but to ask around for cast offs ( or possibly try for a small grant) Noise level in garden to be monitored: important to avoid disturbing neighbours. However, it was agreed that we should purchase 6 small tables (probably cost £70 approx each) for users of the Hall and café: we do not have enough tables. Sarah Love will do a grant search with regard to this. Proposer: Marge Fowler Seconder: Sandie Wells. Carried by large majority. Paula Bramley Ball will report back regularly on situation during this trial period.

**14. Children’s Homework sessions.** Further discussion needed.

**15. New Food Preparation Regulations and implications thereof.** Sandie Wells produced new regulations (attached). These now apply to anyone hiring kitchen. People will have to adhere to ‘Safer Food, Better Business’ rules and hirers will sign an indemnity saying that they comply.

**16. Computer training/NLDC grant.** John Sullivan reported all progressing very well on this front

**17. Progress on Youth Involvement.** Sarah Love reported that this would be coming back to life very soon: has been in abeyance for a while, owing to pressure of work. She is preparing promotional material for distribution. Some children are already making a documentary of Magdalen Farm Strings – music course at the Magdalen Project with camcorder. She is keen on Youth Council idea and Maxine agreed to ask Parish Council what they think.

**18. CCS Hallmark Project.** John Sullivan has been invited by Community Council for Somerset to join the Hallmark inspection team for village halls throughout Somerset. He has obviously been getting something right!

**19. Fundraising projects.** Sarah Gleadell reported that Leigh House Elegant Evening (or similar name) will take place on Saturday 5<sup>th</sup> July. Tone Valley Jazz Band is booked. Tickets will £10 a head, b.y.o. picnic and wine as before. Sarah Love will organize young people's table as per last year. Please spread the word as soon as possible to make sure people keep that evening free.

**20. New Lottery 2008 Draw**

	No.	JANUARY	No.	FEBRUARY	No.	MARCH
<b>£25</b>	75	Helen Fowler	37	Tony Meech	69	John Sullivan
<b>£10</b>	38	J. Paull	18	Judith Robinson	67	John Loaring
<b>£5</b>	64	Norman Good	41	J. Shaw	73	Roger Beer

**21. A.O. B.** Sarah Gleadell suggested a plaque be put up next to the one dated 1937, to commemorate our recent refurbishment in 2007 – i.e. 70 years later. She will investigate possibilities. It was agreed that this could be a good thing to do.

**22. Date of Next Meeting.** **Monday 2<sup>nd</sup> June at 6.45 p.m.**  
As Marge pointed out – CORONATION DAY1