

**Jubilee Hall Management Committee**  
**Jubilee Hall, Church Street,**  
**Winsham, Chard,**  
**Somerset**

**MINUTES OF JUBILEE HALL MANAGEMENT COMMITTEE MEETING**  
**Tuesday 26<sup>th</sup> April at 6.45 pm**

1. **PRESENT:** John Sullivan, Phil Kershaw, Sandy Wells, Mike Douglass, Roger Barrett, John Loaring, Marjorie Fowler, Norman Good, Phil Kershaw, Roger Beer, Sarah Gleadell, Audrey Middleton,
2. **APOLOGIES:** Maxine Douglass, Sharon Douglass, Sharon Cox
3. **Minutes of 14<sup>th</sup> March meeting** approved and signed.

**4. Matters Arising from Minutes:**

Premises Licence JS reported that form now completed with help of Principal Licensing Officer & ready to go off. Colin Slade has told him that Margaret Slade might agree to be Designated Premises Manager, meaning we could then serve and sell alcohol. PK asked if we would need to apply for this each year. JS said that the initial cost for alcohol part of license if £70, thereafter £30 p.a. Roger Barrett suggested that, to help cover this cost, we charge £15 extra if alcohol to be consumed at an event: all agreed. Phil Kershaw proposed, Majorie Fowler seconded.

Representative members Against rules to represent 2 organisations. Representative members have to be re-elected each year. Forms handed out (also one enclosed where relevant): **all concerned, please complete yours and return to SG or at AGM.**

We are only allowed 3 village representatives: these will have to be JS, SG and PK as they don't represent any groups. Sandy Wells will represent Ballroom Dancing Group.

Health & Safety Mike Douglass has met Health & Safety Inspector. Some upgrades in kitchen required and repainting in male & female toilets. In hand.

**5. Secretary's Report**

SG will try to attend Funding Fayre on 11<sup>th</sup> May

**6. Financial Report**

PK presented Annual Financial Report. Closing balance down by £1,500 on last year, due to disabled access, new window & electrical works: otherwise expenditure within normal bounds. Fundraising up, also hire fees.

**7. Approval of Annual Report & Accounts**

JS explained that funders demand to see Annual Report, hence rather fuller version than usual. PK presented Annual Accounts

Sandy Wells proposed, Roger Beer seconded approval of Annual Report and also the Accounts.

**8. Jubilee Hall Rejuvenation – progress report.**

JS explained that we need to know a) the cost and b) order of priorities before we can begin fund raising. Roger Beer reported that he had met with Colin Slade and Rod Wells and the meeting decided that priorities as follows: 1. Roof 2. Floor 3. Woodworm 4. Subsidence. They are concerned about the subsidence and will do pressure test on the drains. Lighting will be Phase 2.

We need tenders before we can apply for grants. Colin Slade has agreed to quote and is working on this: **we need 2 quotes for a County & District council grants, and applications forms must be in by 30<sup>th</sup> June.** Grants are paid in April of following year. It is possible to get dispensation from the Council to start work before grants are paid.

The Parish council can raise loans from Public Works Loan Board at reasonable rate of interest. We will ask PC if they will do this. Colin Slade has been asked to chair Public Meeting on 3<sup>rd</sup> May and will explain this.

Sarah Gleadell explained that to get above council grants we have to raise a substantial part of cost (25%) by Fund Raising within the community (lottery grants do not count towards this but we will approach other trusts which do). This fund raising will be hard work, but if **all groups who use the hall and the inhabitants of Winsham can do their bit** – each according to their abilities – it can be achieved and we can have fun doing it. To launch the Appeal we are organising a Garden Supper Party (with musical entertainment) at Leigh House on 9<sup>th</sup> July, which we hope most of the committee will support. Tickets to cost £12.50 each to include supper but not drinks.

**9. Parish Meeting 3<sup>rd</sup> May at 8 p.m.** JS explained this had been called at request of Parish Council to explain to village what the hall’s problems are and how we plan to solve them. To be chaired by Colin Slade (see above). Rod Wells will give details of works required. SG will speak on fund raising. Question time afterwards, with tea/coffee.

**10. AOB**

Roger Barrett said he had heard of an organisation called Marketing & coastal villages which may be helpful. JS will investigate.

JS reported that Janet Smart has said she can no longer do hanging baskets (there are 4). Anne Redman would do them for £15 each. It was agreed that we would go ahead with this and try to get them sponsored. SG said she would sponsor one. Davies Close residents may sponsor another.

151 Draw for April/May will take place at meeting after AGM (see below).

**11. Date of next meeting**

**N.B. AGM at 6.45 on Tuesday 17<sup>th</sup> May will be immediately followed by next ordinary meeting.**

*Minutes signed & approved .....*

*Date.....*

