

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

Please reply to:
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Minutes of meeting held at the Jubilee Hall on Monday 27 March 2006 at 6.45 p.m.

1. **Present:** JS, SG, PK, SW, R Beer, MD, R Barrett, JL, MF, NG, JC, JG
2. **Minutes of last meeting** Approved and signed
3. **Matters arising from Minutes:** Black noticeboard is to be removed by Roger Beer, prior to use of that area for Street Fair. SW reported that the Taunton college eventually only used a few pieces of staging for which they were charged £2 a piece
4. **Financial report:** PK reported that heating costs will appear to be less this financial year, owing to timing of oil deliveries – next year will more expensive for same reason. We are now paying holiday pay to our cleaner: new cleaner is Vicki Long. Hiring fees will be up this year, but down next owing to loss of playgroup and time spent on building project. AGM is due in May, when we present ‘Chairman’s Report’ which needs to be approved by the committee. Therefore next mtg will be held in April to discuss figures and report for presentation at AGM.
5. **Health & Safety** John Sullivan reported that Mike Douglass has resigned. John will try to persuade him to reconsider. If not, we will have to find someone else to take on this vital job.
6. **Fund Raising report** JS has written an article for the April parish mag, explaining financial situation: i.e. we are in a position to start work in July, but still have £7-8,000 to find (some of this will come from standing orders). Mike & Debbie Richards are presenting a Variety Show in the Jubilee Hall on May 13th (matinee and evening performances). We hope to put on a hall committee ‘act’ in this! Roger Beer is still hoping to do a duck race, probably in July, either on the Axe or an artificial river on school field. James Goddard has agreed in principle to allow use of his land – two problems (a) distance from village (b) public liability. Discussions continue. Ducks would be sold at Street Fair on 24th June and maybe on other occasions. It was agreed that Sarah G would ask Leigh House owners if we can do another event there on a Saturday in July, along same lines as before, but possibly as a bring your own picnic this time.
7. **Prospective improvements -Works schedule & project management** Options:
 - (a) Main contractor taken on, who manages whole job and subcontracts as necessary, or
 - (b) we employ a project manager to obtain competitive quotes for larger jobs such as floor and roof. He would oversee entire project and bring in appropriate local craftsmen for smaller jobs where practical. JS proposed that we go with (b) and that we employ Rod Wells to do this at a cost of 10% of turnover before VAT (i.e around £7-8,000). Normal chartered surveyor’s fee would be 18-20%. Roger Beer proposed that we go ahead with Rod, Jacqui George seconded. Unanimous enthusiasm for doing it this way. Rod has already obtained a quote for an oak floor (total £35,000 which includes electrical works and finishing on the new boards). JS pointed out that we may be able to sell some of the old floorboards where not rotten.

8. **New Lottery draw.** PK reported that 116 tickets were sold, bringing in £1,160. After all prizes are paid out, we will be £680 in profit at end of year (approx double what came in last year)

January		
41	£25	Jacqui George
5	£10	Debbie Richards
96	£5	Mirabel Hunter
February		
102	£25	Keith Legg
16	£10	Giles Gleadell
23	£5	Tony Meech
March		
3	£25	Jan Sullivan
14	£10	Bar Loveluck
82	£5	Imogen van Bergen

9. AOB

Jenny Clampett reported that playgroup having big problems with move to school owing to delays by Ofsted, who have lost documents. Legally, they cannot move until they have all clear from Ofsted.

Jilly Hobbs has brought in a £50 donation from Bobby & Dulcie in St Helena. JS will thank.

Sandy Wells reported that the water heater in the gents is not working properly. It will probably have to be replaced when the works are done.

8. Date of next Meeting: Monday 24 April 2006 at 6.45 p.m