

Minutes of meeting held at The Jubilee Hall, Monday 21 May 2018

Present: John Sullivan, Bryan Goodman, Norman Good, Sarah Gleadell, Sandy Wells, Terry Goodman, Chloe Besley, Karen Hodgson, Marj Fowler **Apologies:** Paula Bramley Ball

1. **Approval of Agenda** Approved
2. **Approval of Minutes of last meeting.** Approved and signed
3. **Introduction of David Clark, new Parish Council member.** John Sullivan reported that he had contacted David Clark, telling him date and time of meeting and give him information about becoming a trustee. He has not responded to attempts to get in touch, and was not present at this meeting.
4. **Hall Booking report. March-April 2018.** Sandy Wells read out her booking report (attached) for these two months (attached). March hours lower than last year owing to cancellations due to snow; however, April much higher than April 2017.
5. **Financial Report. (attached)** Bryan Goodman, Treasurer, reported that there was no major expenditure and the bank balance is up by around £900. Cold spell meant higher fuel bill, but lottery sales increased and the fact that yoga is now being run through the JH has proved advantageous. Surplus for year £2,756.34.
- a) **Approval of 2017/18 accounts subject to independent review.** Bryan Goodman produced the annual accounts (attached). Chloe Besley proposed they be adopted, Terry Goodman seconded,
6. **Maintenance progress report and future projects.**
 - a) **Hall floor.** After some discussion it was decided that John Sullivan would ask Colin Langridge to go ahead and re-varnish the floor in August (dates to be agreed with Sandy Wells, as hall will need to close for two days). It was also proposed that we will investigate the possibility of getting a commercial floor maintenance machine. Numatic make them and we will try to get a discount, or possibly a demonstration model as they are expensive.
 - b) **Rear of hall/toilets project.** John Sullivan reported that this area is very damp; the plaster needs to be stripped right back for a damp course to be put in, and possibly a wall demolished. There is minimal ventilation, which gives rise to a musty smell. The porcelain urinals needing replacing with stainless steel. John Sullivan has already discussed this with Rod Wells who gave a ball park figure of £15-£20K for the works. However further investigation needs to be done: John Sullivan will get quotes.
7. **General Data Protection Act due May 2018.** John Sullivan has posted our agreed policy, approved by the committee via email, on the Jubilee Hall web page. Sandy Wells has added a relevant paragraph to our hiring policy (attached)
8. **Preparation/Approval of 2017/18 Annual Report.** All the committee have seen the draft report and John Sullivan has now incorporated all amendments. He will circulate the final version shortly.
Karen Hodgson proposed that the report be approved. Bryan Goodman seconded.
9. **Fundraising event.** We discussed the possibility of a jazz concert with Billie Holliday theme in aid of St Margarets Hospice, with contribution to hall funds, featuring Zoe Schwarz and her band Blue Commotion, a well-known Blues band. Zoe is Sarah Gleadell's niece. Possible dates of 13th, 20th or 27th October were put forward. (Sarah Gleadell has since contacted Zoe. The only date they can do is 20th October which she has provisionally booked. Token payment expected for band would be £250 in total). Ticket price probably £15 per head, bring own drink & glasses, us to provide some finger food. Chloe Besley suggested that we try to get band expenses sponsored, as per jazz concert for church funds last year.

AOB John Sullivan reported that Anne Cook is doing a **review on Xmas Tree lighting night.** Karen Hodgson reported that **hanging baskets** have been ordered. Terry Goodman and Sarah Gleadell volunteered to produce **JH scarecrow** for Street Fair in June

NEXT MEETING -AGM followed by post AGM meeting Monday 11 June, 2018 at 6 p.m.