

Minutes of meeting held at The Jubilee Hall, Monday 5 March 2018

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

1. **Approval of Agenda** Approved
 2. **Approval of Minutes of last meeting.** Approved and signed
 3. **Hall Booking report. December 2017 - February 2018.** Sandy Wells read out her booking report (attached) for these three months (attached). There is an increase in hours of usage overall, which is very encouraging. There are now few days when the hall is free as there is often an extra event on Saturday (children's parties are popular). Sandy said that we needed another set of keys: she needs a letter of approval for this and John Sullivan will write this. It was agreed that 2 new sets should be cut. John Sullivan then thanked Sandy on behalf of all the committee for her continuing hard work and dedication.
 4. **Financial Report. (attached)** Bryan Goodman, Treasurer, reported that we have a surplus of £2,000, boosted by lottery sales (135 tickets sold to date. John Sullivan has just sent out a letter to remind stragglers) Oil delivery due this week. £300 has been earned from 'Marketplace' on the village website, more to come.
 5. **Maintenance** Bryan Goodman and John Sullivan reported that:
 - i) Boiler service done
 - ii) repair to boundary wall done
 - iii) Modernising and refurbishing the gents toilet and lobby. There is rising damp, it's cold and rather smelly. After some discussion it was decided that if we can get the funding (A4A the most likely source), this would be a good idea, possibly demolishing a piece of wall to increase storage space for Aikido mats, ping pong and bridge tables, renewing urinals with stainless steel, improving heating by putting a second radiator, etc. John Sullivan and Bryan Goodman will pursue the matter in consultation with Rod Wells. They will report back at next meeting.
 - iv) Sarah Gleadell suggested that the main hall floor needs revarnishing. It was agreed that John Sullivan should talk to Colin Langridge about doing this at a mutually convenient time, possibly in August when hall is slightly less busy.
 6. **General Data Protection Act due May 2018.** John Sullivan has already circulated the latest EU regulations. We need to comply. All approved John Sullivan's draft resolution. Terry Goodman proposed. Chloe Besley seconded. Chloe Besley thanked John Sullivan for his hard work on this matter. It was also agreed that the salient points should be included in the Conditions of Hall Hire (Sandy Wells) and notices put up in the hall. We need to be extra careful over photography, especially where children are concerned.
 7. **Routine Policy Review.**
 - a) *Equality & Diversity Policy.* Approved at last meeting. No change needed
 - b) *Protection of Children Policy.* Approved at last meeting. No change needed
 8. **Preparation for Annual Report and AGM.** John Sullivan is working on Annual Report. He also pointed out that we will need to make sure that representative members' forms are renewed (Sarah Gleadell) It was agreed that the AGM should take place on **Monday 11 June.**
 9. **AOB** Bryan Goodman asked for signatures for the Lottery return. Karen Hodgson & Norman Good witnessed and signed the return. Sarah Gleadell also signed the return in her role as promoter. Paula Bramley Ball suggested that we should 'Bang the Drum' for the Jubilee Hall at the next Parish Meeting. John Sullivan will do this.

Sarah Gleadell suggested that her niece, Zoe Schwarz, a jazz singer, might do a charity supper concert for us in the Autumn. All agreed that this sounded like a good idea. Sarah will pursue the matter & report back.
- DATE OF NEXT MEETING (Pre AGM Meeting: Monday 21 May 2018 at 6 p.m.**