

**The Jubilee Institute, Rothbury**  
**Minutes of the Annual General Meeting**  
**Management Trustees Committee**  
**25<sup>th</sup> May 2017**

**Present:** Trustees: P. Moloney (Chair), John Rutherford (Treasurer), J Lewis (Secretary), H.Lister, P Lewis, H Malone, F Needham, Margaret Blanshard

**In Attendance:** I. Armstrong, Christine Abbs and 9 other local residents and user group representatives.

**Apologies received:** Robin Murray, Ken Branson, Gloria and Adrian Hulford, Katie Scott, Sandy and Wilma Hunter, David Lister, Dr and Mrs Cameron, Julia Cairns, Mr and Mrs Ronaldson, Jane Filtness, Keith Moodie, Simon Fountain, Jan Decker and Jo Coulter, Louise Curry and the Rt Hon Alan Beith, Joan Wilkinson and David Brown

1. **Opening:** Pat Moloney extended a warm welcome to all in attendance and invited them to refreshments afterwards. Papers for the meeting had been distributed including the Agenda, Annual Report of the Jubilee Institute for 2016-2017, statement of income and expenditure and the Minutes of the 2016 AGM. He outlined the order of events and he asked that questions be asked at the end of the presentations.
2. **Minutes** of the Annual General Meeting held on 26th May 2016 were available to all attendees. Their adoption as a true record of the meeting was proposed by Pat Lewis and seconded by Ian Armstrong and unanimously adopted. The Minutes were then signed and dated by the Chair.
3. **Matters** arising: None raised.
4. **Report from the Chair:** Pat Moloney reported that there had been 13 Trustees in the last year. Katie Scott and Gloria and Adrian Hulford were retiring but Christine Abbs had said she was willing to become a Trustee and so there will be 11 Trustees in the forthcoming year although anyone who wished to put him/herself forward would be welcome. In addition Pat Lewis is stepping down from her role as Invoicing Treasurer although she was willing to stand again as a Trustee. Last year's objectives had been met- The tables have mostly been replaced, thanks to a very substantial grant from the Peg Wilcox Charitable Trust. The side entrance has been redecorated, the lighting enhanced and a very neat storage solution provided. The blinds in the AA Hall have been renewed and the curtain runners replaced. Finally, with thanks to Katie Scott and Robin Murray, our social media profile has increased dramatically and we hope to use this facility to involve more people in the use and running of the hall. Pat Moloney again commented that there is a lot of work for Fiona Foreman, the caretaker and he expressed the Trustees' thanks to her. There is wear and tear through use which has to be accepted but most hirers are considerate. We have again had security problems in the last year but these have been dealt with by the police and are mostly down to youthful stupidity rather than criminality.  
Since the Hall is in its 130<sup>th</sup> year there are bound to be maintenance and refurbishment issues and it is necessary to keep a rolling programme to keep abreast of this. Pat Moloney said that the funds needed for this year's work have been provided by the Patrons, a grant from the Co-op and the Peg Wilcox Trust. Although Pottergate are no longer room hirers the Youth Project is back and it is hoped that their funding will continue so that that project flourishes.

Pat Moloney ran through the objectives for the forthcoming year which are on page 12 of the Annual Report. In addition it has become apparent that there may need to be a revamping of the cinema and audio equipment as this has been causing some problems.

With reference to the Digital Civics Programme that was mentioned by PM and in the Annual Report, Clive Wilkinson wondered if the same project in Wooler had a paid manager. PM said that he was not sure of this but this would not be the case with JH since the Programme is run by Newcastle University and all the JH needed to do was to provide suitable projects and programmes for this. Mike Jevons asked about the proposed use of the Cheviot Room with the wide screen TV and was told that it would be hoped that it would be used one or two mornings or afternoons a week. Clive Wilkinson queried whether this was in fact a TV or just a screen and was told that it could be a TV if some group wished to use it in that way.

5. **Use of the Hall:** John Lewis gave an outline of the use of the hall as in the Annual Report and gave credit to Pat Lewis who provided him with the information for this- in her role as bookings treasurer. He reported that the unhired Howarth Room is now mostly used for storage and is very useful in that capacity. There is also other storage like the roof space and under the stage in the building and is well used.
6. **Treasurer's Report:** The annual accounts of income and expenditure were shown on the screen and it was pointed out that the audited accounts are expected in the next week or so. We are £3,000 up on room hire although utilities and insurance were up about £2000. Patrons and Gift Aid boost the funds as does the cinema. Grants had been received and the Peg Wilcox Charitable Trust had provided the money for the table replacement. Over £1700 had come from the Co-op grant. We have a surplus of £1,764. Mike Jevons asked if a surplus in the accounts at the end of the year was not usual and was told that last year we had a deficit and other years there has been a surplus. It all rather depends on what work has been needed and the funding that has been received. There is still £48,000 in the CCLA account which is there to cover some catastrophic event. John Rutherford did comment however that the loss of just one regular hirer might change the financial picture dramatically. Pat Moloney commented that the Patrons' contributions are very valuable and it is hoped in the forthcoming year to assign the Patrons' money for specific projects like, for instance, the refurbishment of the Simonside Room as mentioned in the Objectives in the Annual Report.
7. **Election of New Trustees:** The chairing of the meeting was handed over to Ian Armstrong for the few moments that the sitting Trustees were unelected. A list of the current Trustees was shown on the screen and there was one new name: **Christine Abbs**. Margaret Hammond proposed their election and Clive Wilkinson seconded this. The existing Trustees who were re standing and Christine Abbs were therefore elected unanimously and it was explained that the Trustees' roles would be decided at the first Trustees' meeting on 7<sup>th</sup> June.

Pat Moloney thanked Ian Armstrong and there being no further business the meeting closed at 8.10pm. Ian Armstrong thanked the Trustees and we all adjourned to the refreshments in the Cheviot Room.