

Minutes of the Management Trustees Meeting

Thursday 11th October 2018 at 7.30pm

Prior to the meeting all present had a demonstration of the lift emergency procedure from JL

Present: Pat Moloney (chair), Christine Abbs, Margaret Blanshard, John Lewis, John Rutherford, Helen Malone, Francine Needham and Heather Lister

1. APOLOGIES: Pat Lewis, Ken Branson, Jo Elcoat, Duncan Norman and Averil Fendley (observer).

2. DECLARATION OF INTERESTS: None.

3. MINUTES of meeting held on 3rd September 2018:

(a) These were agreed with one amendment in (7)- to change "Air Ambulance" to "Mountain Rescue" MB proposed and FN seconded. They were duly signed by the Chair.

(b) Matters arising: (i) Averil Fendley had said that she would not be a Trustee for the time being- until after her knee operation. (ii) There was a question about having a safety fitting on the new blind pulls and PM will check this.

4. FINANCE

(a) Update on accounts: JR handed out a statement, filed with these minutes, for 1 April to 1 October 2018 showing a broadly positive picture. The income for room hire is ahead of the estimate and on the total we are still on target. The insurance of £2700 is due and half the bill for the windows has been paid. The bill for the pointing is of course still to come in. The Ceilidh had made just under £400.00

(b) Patrons' Scheme: JR circulated a proposed sheet for approval. Just Giving is one attractive donation option. Over the Bridges could incorporate a donation form. There could also be an article in the Gazette about the Jube and the ongoing financial issues that occur to see if that would produce donations or more Patrons.

(c) Trustees' expenditure and ways to pay in advance: FN had had to pay out a large sum of money for alcohol before the Ceilidh and so she had made enquiries about sale or return arrangements. David Carr in Longframlington would be willing to do this but of course then transport would have to be arranged. The supermarket in the village had provided the alcohol on what they called "sale or return" but wanted payment on initial delivery rather than on the returns and would not take a cheque. Townfoot Mace (and maybe others) would be willing to do sale or return in the usual way and it would be worth also asking Sue Bolam. There was discussion about the possibility of the Jube acquiring a debit card.

5. 2018-19 OBJECTIVES

(a) Thrum Room: The electrical work has been done by James Hammond who has to return to move a socket. Armstrong Joinery will be double glazing the windows next Monday. Martyn Sutton had advised that the use of the thermostatic valve already attached would be the simplest but still waiting for him to repair the joint leak on the radiator supply pipe and also check that it works. It cannot not be used at all at the moment, not even to see if it turns off and on. Andrew Richardson will be decorating inside and out. The carpet from Keenwood is ordered and the furniture is still to be decided. The Co-op grant for this will be presented in the Co-op on 24th November (to three charities). Trustees to be advised of time to encourage attendance.

(b) External pointing: Storey and Edmundson have started this.

(c) Website: PL, PM and John Mawer have had a meeting. We are signed up to Google Business as a lot of people look at this. The website should be up and running by Christmas.

6. ROOM HIRE AND ALCOHOL LICENCE: CA reported that there was one new booking by Lyn Lambert for a play on 13th July 2019. She has yet to decide about alcohol.

7. SOCIAL PROGRAMME:

- (a) **130th Birthday Ceilidh, September 8th:** This was a great success and emails of appreciation had been received.
- (b) **Pre-Christmas concert, December 8th:** JL said that this would be in this month's OTB and in December too. There will be no ticketing but we do need posters up in shops etc. Because there is another choir and also two schools then we need more posters in different places. A poster can go on the notice board and also on the CONET downstairs. It was decided that refreshments would be mulled wine and mince pies-on sale. Maybe sausages in a roll with soft drinks for the children. The Committee for this event is to be **FN, HM and JL**. The charities to benefit will be those associated with Christmas giving like Homeless at Christmas, the Food Bank etc. There needs to be discussion with James Tait and Anne Suggate about musical content, how the Hall should be set up and the projection work etc.
- (c) **Cinema:** Mike Jevons had complained that the previous film had been terrible and also the sound was poor. **PM** has previously sought advice about the sound system and will make adjustments. The sound in the Cheviot Room cinema is fine.

8. COMMUNICATIONS AND WEBSITE: This is covered under 6(c) above.

9. SECURITY: No issues.

10. BUILDING ISSUES AND MAINTENANCE:

- (a) **Gutters:** This is still pending.
- (c) **Drains:** **KB** had swept up the leaves outside. The overflowing issue is just because of the sheer volume of water from washing up during events.

11. AOB:

- (a) **Failed lights in the building:** The Hall has been done; Dovecote Room still pending.
- (b) **Hire of our tables, chairs, cutlery etc:** The Vets had hired some items for a meeting for which they had been charged £35.00.
- (c) **Christmas Lights:** Hopefully ours will be put up with a cherry picker on 28th October. **JL, CA and KB** will check that they all work prior to that date. They are to stay up for the Pantomime although they will be switched off from 6th January until then.
- (d) **Boiler problems:** Gas Tech had been out and fixed it. Service is due in December.
- (e) **New Trustees:** **CA** wondered if Julia Wood and her partner, who provide the vegetarian meals, would be interested and will ask.

13. ITEMS NEEDING EDITING FOR WEB PUBLICATION: To be considered after the meeting.

There being no further business the meeting closed at 8.20pm.

Date of next meeting: Tuesday 20th November 2018