

# YETMINSTER JUBILEE HALL COMMITTEE

Meeting held in the Trim Room - 3.00pm on 15 November 2021

**Present:** Rev. Tony Gilbert (chair), Sue Eadon, Antony Brown, Graham Nutt (Treasurer), Geoff Goater (Minute Secretary), Val Rowsell, Brian Rowsell, David Donaldson and David Thomson

## 1 Apologies

Apologies from Clare Lindsay and George Moody

## 2 Review and Approval of Minutes for the previous meeting

The Minutes of the previous meeting on 27 September 2021 were approved.

## 3 Matters Arising from Meeting on 27 September (other matters covered elsewhere in these minutes)

- a) A letter re neighbour access through the Hall grounds had been drafted. To be forwarded to TG for approval **Action GG**
- b) The Scouts had not replied to a chasing e-mail re an autumn 'clean-up' around the grounds. Contact to be followed up **Action TG**
- c) We had been advised that a suitable Air Source Heat pump would be very expensive for the Hall. No further action required
- d) The £1000 Dorset Community Recovery Grant had been claimed and the funds received in October
- e) The standard Wriggle Valley Magazine advert for the Hall had been revised to 1/3 page size. Treasurer was thanked for organizing it
- f) A rough estimate of £2500 - £4000 had been received for changing the OHLE lights to LED. A firm price to be provided in January 2022 following an inspection **Action GN**
- g) AV Direct to carry out a survey of the Hall speaker system on 8 December 2021 **Action DT**
- h) JD Oil Services had carried out a service on the Hall boiler. No major problems and an OFTEC certificate would be forwarded. Planning for eventual replacement of the boiler was discussed. JD Oil Services to be asked for estimate for replacement **Action GN**

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- i) Parking notices for the car park had been made. To be put in place **Action GN/DT**
- j) The surgery had been contacted re their staff using the car park. Staff vehicles were still using the car park. To be followed up **Action TG**
- k) DD had contacted a friend who had given an estimate of £100 for materials to form an improved pedestrian access across the grass strip at the east end of the Hall. Date to be set for carrying out the work as soon as possible **Action DD/DT/GG**
- l) Treasurer had contacted Ken Allen for a price for white lining the new path and disabled parking bay spaces. Quote of £350 received
- m) A storage plan for the Hall chairs had been drawn up but felt to be overcomplicated. To be refined and forwarded to SE for comment **Action GN**
- n) It was hoped to employ a second person in the Benefice Office which would help to ease the booking system workload. The format of the booking schedule was thought to be difficult to read at A4 size. Possibility of producing at A3 size to be explored **Action TG**

### 4 Finance

Income to 15 November 21 was £11,675\* (including grants and donations of £9,073) and regular expenditure was £5,538 - a profit currently for the year of £6,137

#### Account Balances with Lloyds Bank as at 15 November 21

Current Account	£164.72		
Deposit Account	£12,283.44	<b>Total Funds</b>	<b>£12,448.16</b>

#### Notes

- a) \*Amounts include £120 hire fees plus a £50 Key Deposit which will shortly have to be returned as the booking made by Alanna Holly for a Christmas Evening on 23 December has recently been moved to support the recently re-opened White Hart
- b) The Dorset Community Recovery Grant of £1,000 was received on 25 October and largely covers our annual insurance and local marketing costs. Regarding the initial grant of £8,000, at the PCC meeting on 8 November it was agreed that the YJH Management Committee forms a sub-committee of the PCC, making us part of the PCC, and will benefit from 'excepted' Charity status. We can therefore expect no issues with HMRC concerning tax on unspent grants in the current financial year

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- c) The PCC have agreed that the Hall accounts should be examined after 31 December each year (currently with Mike Lobb) and will be reported as an addendum to the PCC main accounts to Salisbury Diocese (Finance Board)
- d) The ability to reclaim VAT on Hall expenditure under the clarified status is not clear and should be examined **Action GN**

### 5 Hall Maintenance

#### Gardens

Andy Gatehouse had been contacted about the possibility of the churchyard mowing team taking on the Hall grounds. He hoped this could be arranged as a new member had been recruited to the team. To be followed up **Action GG**

### 6 Plastic Chairs in the Main Hall

It was decided that the plastic chairs should remain in the Hall for the foreseeable future

### 7 AOB

- A notice to be put up asking Hall users to clean down chairs, tables, door handles etc at the end of their hire. The Hall does not provide wipes **Action GN**
- It was suggested that the cleaners might also take on a chair clean as part of their routine. This may cost extra but to be checked **Action SE**
- The Hall had recently been notified that a user at a well-attended event had tested positive for Covid. It was agreed that that this should not trigger Hall closure, but the advice to users to take all sensible precautions to be reinforced **Action GN**
- A further ArtsReach production was booked for 14 January 22. Advice on numbers of attendees was awaited from ArtsReach but a maximum of 60 tickets was envisaged

### 8 Date of next meeting:

The next meeting will be on Monday 24 January 2022 – 3pm in the Trim Room

**Meeting closed at 4.00**

**GRG**