

YETMINSTER JUBILEE HALL COMMITTEE

Meeting held in the Trim Room – 20 September 2022

Note : The meeting was rescheduled to the 20th September in respect for the Queen's funeral which was held on the date originally planned.

Present: Sue Eadon, Antony Brown (acting chair) Graham Nutt (Treasurer), David Thomson, David Donaldson and Geoff Goater (Minute Secretary)

1 Apologies

Apologies from Val and Brian Rowsell and Rev Tony Gilbert. Rev George Moody was finding it difficult to fit meetings in with his schedule. It was agreed that he would only be invited to future meetings if there were any agenda items that needed his input.

2 Review and Approval of Minutes for the previous meeting

The Minutes of the previous meeting on 18 July 2022 were approved.

3 Matters Arising from Meeting of 16 May

- a) The garden shed was to be replaced. A Taarmo unit might be suitably sized at £834 and alternative prices had been sought. **Action GN**
- b) The marquee was still awaiting repair **Action GG**
- c) It was decided that the mezzanine storage in the Hall should be cleared of all extraneous stuff. Tony Gilbert to be consulted on storage of Church records. **Action SE/DT**
- d) The faulty light at the front door had been replaced and one of the fluorescent lights in the kitchen has developed a fault which will be dealt with shortly
- e) Historic Financial Records. The Dorset History Centre (DHC) would only take certain documents. A review of the historic documents revealed that very few would be wanted by DHC and those were of little consequence to the Hall. The matter to be discontinued

4 Finance

So far this year there has been income of £9,133 and outgoings of £11,189 (net negative outgoings £2,056)

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Current position - Account Balances with Lloyds Bank as at 18 Sept 2022

Current Account	£274.78
Deposit Account	£10,425.35
Total Funds	£10,700.13

Earmarked funds :

Boiler replacement	£5,000
Key deposit	£250

Available for discretionary spend £5,450.13

Finance Notes

- a) Gary Oliver has replaced the external floodlight and fitted one new Kitchen LED light at a total cost of £145
- b) The Millennium Clock has had a service, no issues reported, cost £273.
- c) Troy Collins is investigating a smell from the small sink in the kitchen. He may have to take the drainage pipe through the back wall to an existing drain (tbc).
- d) Premises Licence from Dorset Council has been renewed for £70 and was covered by a donation from Yetminster Community Project as usual.
- e) We have installed a Mixer/Amplifier sound system (with Bluetooth) and an Induction Hearing Loop, in the Main Hall. The existing projector is integrated to the system . There are two wireless microphones (lapel and handheld), two microphone stands (one is for the desktop) and a wireless handheld laser pointer for use with projected or displayed presentations. All costing £4,965
We also have a height adjustable Lectern on wheels in the Main Hall. Cost £116
- f) The Koru Project – a mentoring service based in Wimborne for children and young adults will operate most Tuesday's in the Trim Room 9.15am to 3.15pm, until early December. The website says they offer creative therapeutic services for children, young people and families in Dorset.
- g) The Hall advert in the Wriggle Valley Magazine is due for renewal, 10 issues Nov 22 - Oct 23 for £255. The WVM needs to replace some key staff and unless found, the magazine is under threat. If in the event it had to close, any adverts paid for in advance would be refunded pro-rata for unpublished editions. It was agreed that our adverts should go ahead.

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- h) The following Garden Sheds have been offered :
- 1) Taarmo 5.10 x 7.10 Wood, Heavy Duty Log Shed £834.99
 - 2) Wayfair 6 ft. x 8 ft. by Shire Sheds, Wood Garden Shed * £469.99
* closest to what we currently have.
 - 3) Halstock Sheds – 5ft. x 7 ft. timber. (Good quality, ex-display Brimsmore GC) £570.00
 - 4) Outsunny 6.2 x 9ft Corrugated Steel Two Door Garden Shed £359.99
This may require a concrete base to be laid to support (under review).
- i) White edge painting in the car park to be done by Ken Allen, when the pathway has been widened.
- j) A suggestion was made that a grant might be available from Yetminster Fair Committee for specific projects. **Action GN**

5 Hall Maintenance and Facilities

- a) The new AV equipment installed in the Hall had been used successfully by the History Club. 10 people had been given training in its use and an Instruction Manual was available in the Hall. The Hall information had been updated to include the new equipment. DT was thanked for his work in getting the system up and running
- b) The Treasurer was keeping notes of booking enquiries. The current vacancy in the office is causing problems which need to be resolved. Complaints had been received that three messages left on the answerphone had not been responded to. A suggestion was made to put a sign on the Office door with Thornford Rectory number and a request to contact Nicola directly if the office was unmanned. Requires discussion at the next Hall meeting. **Action TG**

6 AOB

- a) DD reported that a Table Tennis Club member had slipped on the floor in the Hall and had required medical treatment. A Risk Assessment had been carried out by the TTC and briefed out. Accident Report forms could not be located and the First Aid Kit was thought to be inadequate. A new First Aid Kit and appropriate signage to be provided **Action DD**
Accident Report Forms to be sourced **Action GG**
- b) DT reported that unfortunately the ArtsReach production scheduled for 14 October had been cancelled due to the artist being ill, but the Opera Gala on 19th November was still on track.

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7 Date of Next Meeting

The next meeting will be in November, possibly 14th or 21st. TG to be canvassed as to the best date. It was requested that meetings could revert to 3pm in the afternoon in the winter period as the days got colder and darker

Action GG

Meeting closed at 5.05

GRG