

Mellis Memorial Hall Management Committee

Registered Charity No 1081393

Minutes of the meeting held 7.30pm Thursday 13th July 2017

Present: Doug Rogers (Chair), Penny Bullock, Penny Morgan, Chris Scott, Rowland Warboys

1. Apologies: Sandra Smith

2. Minutes from the previous meeting (27th April 2017) Agreed as correct and signed

3. Chairman's Report: Covered the following points.

- Following Rowland's visit to the fund raising day Doug has discussed our needs in detail with Gillian Hilder of Mid Suffolk District Council. To complete the replacement of all old wooden windows and to update the heating to an infra red system will require £13,723.24. To date we have secured £3000 from S106 Eye Turbines, £2000 from Suffolk CC, £500 from Diana Kearsley Locality Award.
- Suffolk Rural Fund £3500 and Mid Suffolk £3000 will need a policy for Children and vulnerable Adults and Equal Opportunities in place
- Thrive Renewables – Energy review and Carbon Reduction audit done
- Assuming all is OK the Halls contribution will reduce to £223
- Ian Hubbard asked to quote for fitting and heater supply
- Paul Ryle contacted regarding Keepers Daughter at Christmas
- As we do not have an appointed Secretary we may be in breach of our Charity Scheme Rules – Doug to check.

4. Treasures Report:

- Current Account - £371.30
- COIF Account - £4899.28 (needs clarification as less than last time)
- Petty Cash - £94.08

5. Booking Secretary's report:

- Bookings steady with no changes
- Penny to make users aware that all PVC windows can now be opened

6. Funding - Dealt with under Chairman's report

7. Fund Raising

- Pop up Cafe poorly attended over 7 weeks, raised £27.50 decision not to continue.



8. Any other Business

- Rowland asked if Hall would be involved when clearing of Carnser in October. Suggested we offer Coffee, Cake, Ploughmans.
- Keepers Daughter – Minimum commitment from Hall is £200
- Family Day – contact Diana Kearsley re Parish Council funding a Bouncy Castle again
- Floor lifting (Amtico) Doug to find someone to look at it
- All future info for publicity to go to Penny Morgan for Website and Facebook
- Ruth raised concept of Craft fair – feedback from Chris Scott that the Church now run a Victorian evening
- 11.11.2017 – Combine with a soup lunch. Chris to ask Julia if she is available to assist this year.

7. Date of next meeting: Thursday 21st September 2017