

Mellis Memorial Hall Management Committee

Registered Charity No 1081393

Minutes of the meeting held 7.30pm Thursday 21st September 2017

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

1. Apologies: Sandra Smith, Ruth Slack

2. Minutes from the previous meeting (13th July 2017) Agreed as correct and signed

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

- Diana Kearsley supported and the Parish Council approved the S106 grant of £3000 from the Eye Wind Turbine fund.
- A copy of the Parish Council budget for 2017/18 forwarded to Sarah Foote regarding £500 committed to the Hall to be added to the next Parish Council meeting agenda.
- We have been awarded £3500 by Suffolk rural fund subject to the Resolution Document being signed by the Committee
- Wording for the Dissolution Document previously agreed with Suffolk Rural Fund unanimously agreed and signed by Doug and Penny B
- In view of the above this will now enable the release of the £2000 from Suffolk County Council awaiting matched funding
- Cate Hubbard contacted and asked to go ahead with the new heating to enable installation before the winter sets in
- Amtico have been contacted re flooring problem and contact to be made with company who original laid the floor in 2000
- The floor area was checked and it was agreed this did not pose a problem to the general public
- In view of lack of response from Mellis School and time constraints it was agreed not to go ahead with the Keepers Daughter Christmas event
- Safeguarding Children, Young People and Vulnerable adults policy review date July 2018
- Equal opportunities Policy review date April 2018

4. Treasures Report:

- Current Account - £1,404.25 which includes Diana Kearsley's £500 locality award
- COIF Account - £4899.28
- Petty Cash - £85 (to be confirmed on Sandra's return from holiday)

5. Booking Secretary's report:

- Bookings steady with no changes
- New Pilates class to start on Tuesday mornings

6. Fund Raising

- Family Afternoon on September 9th was a success with new people from the locality attending, tea and cakes etc raised £60

7. Any other Business

- 11th November, We will run a soup lunch following a short service by Julia Lall
- Doug to promote this event with an article in The Messenger
- Penny M to update last years poster for the website and Facebook page
- Penny B to put up posters around the village
- Rowland and Penny B will do the soups
- PAT testing of equipment – Doug to contact Ian Hubbard to arrange
- Penny M suggested we put together an annual plan for next year once St Marys Church have agreed their plan.
- Discussion on 'What do the Village want from their local Hall' Rowland to devise a questionnaire which Doug will put in the Messenger with answers back to the Hall website
- The Carnser Clearance will take place on the 14th October and the Hall will provide Tea, Coffee and cakes etc. Volunteer needed to help in the kitchen on the day
- A vote of thanks was given by all to Doug for his work on fund raising
- A vote of thanks was given by all to Penny B for her continued input to the booking and day to day running of the Hall

8. Date of next meeting: Thursday 1st February 2018