

Mellis Memorial Hall Management Committee (MMH)

Registered Charity no 1081393

Minutes of the meeting held on Thursday 26th Sept 2019

Present

Doug Rogers (DR) – chair

Ruth Slack

Penny Bullock

Penny Morgan (PM)

Christine Scott

1. **Apologies**- Rowland Warboys and Sandra Smith
2. **Minutes from the previous meeting** held in July 2019. There were a couple of amendments, the future meeting date was re scheduled from 5th Sept to 26th Sept and there was the option of a curtain over the front door, otherwise all agreed the minutes from 4th July 2019 were accurate and were signed as correct

3. Chairman's report

- The chairman (DR) reported that the hall's gutters need repairing.
- The analysis of the halls electric costs (after the installation of the new heaters) still needs to be done.
- DR has still not heard from Robbie Russell re his attendance at these meetings and his possible assistance with projector and screen.
- PM offered to contact Robbie to check his future involvement with MMH
- The water heater has been repaired.
- DR is liaising with Mellis Parish council re financial support. £500 is allocated every year to Mellis Memorial Hall (MMH) by Mellis Parish council. The chair will ask if this money can be released.
- DR will ask Jessica Fleming from County council for approx. £800 to £900 for maintenance of MMH.
- DR will also ask Rowland Warboys if Suffolk District Council will contribute to funding of the fixed line for the internet.
- DR will check the cost of internet and then apply for funding as listed above

4. Treasurers report

In the absence of the treasurer - DR gave the financial report of MMH on the 14th Sept 2019 which is as follows:-

Current account	£1132.80
CCLA	£4439-41

Petty cash £11.22

Total = £5583.43

5 Bookings secretary report

Penny Bullock (booking secretary) reported that there are a few Christmas party bookings for Dec 2019.

PB informed the meeting that on the 11th Oct the schools in the area hold a cross country run and in the past coaches/ buses, have parked in the MMH carpark, which is unsuitable for coaches. DR agreed to contact Mellis Parish council (who are responsible for the car park) and ask the council to write a letter to the school outlining the need to avoid parking coaches in the MMH car park

PB reported that had been interest from a person wanting to hire MMH car park for a pop up café. PB has referred this enquiry to the parish council, but understands that the Parish council have not responded to this enquiry as yet.

6. GDPR Policy

The committee needs to update their privacy policy to conform to updated requirements

Penny Morgan is making progress on this and has had advice re her own business.

7. Screen / projector and broadband

DR will seek advice re the difference in cost and performance between a DUP and LCD projector and also the difference between a motorised screen versus a pull down screen.

PM stated that she would make enquired re what sort of internet would be suitable for the village hall

8 AOB

PB informed the meeting that there is a litter pick in the village on 12th Oct followed by soup and lunch in MMH. Mellis church fund raising charity are organising this.

PB informed the meeting that the invoice for the cost and installation water heater was £1050. This was undertaken by David Peachy.

PM stated that she is still interested in running photography workshops in MMH, but will put this on hold until the projector, screen and broadband are in place

Date of next meeting was agreed for Jan 16th 2020 at 19.00 **However please note this has now changed to Monday 13th Jan 2020 at 18.30**