

## Minutes of the Management Trustees Meeting

Monday 18<sup>th</sup> February 2019 at 7.30pm

**Present:** Pat Moloney (chair), John Lewis, Christine Abbs, Ken Branson, John Rutherford, Helen Malone, Francine Needham, Pat Lewis, Margaret Blanshard and Heather Lister

**1. APOLOGIES:** None received

**2. DECLARATION OF INTERESTS:** None.

**3. MINUTES of meeting held on 9<sup>th</sup> January 2019:**

(a) **Corrections:** 5c spelling of John Mawer's surname and date of next meeting to be amended.

(b) **Acceptance:** These were agreed -**KB** proposed and **PL** seconded. They were duly signed by the Chair.

(c) **Matters arising:** (i) **Bin in kitchen:** **CA** had looked into this. Decided that a 20 litre bin that fitted and opened etc as required should be purchased at around £30/£40. (ii) Radiator in Ladies Toilet- is working.

**4. FINANCE**

(a) **Update on accounts:** **JR** handed out a statement, filed with these minutes, for 1 April 2018 to 31st January 2019 showing a very positive picture.

(b) **Fund raising ideas:** In view of our healthy position a new Patrons Scheme is not practical and so **PM** had looked into the Shop and Donate Scheme. He has raised some queries with EBay but generally both EBay and Amazon look suitable and so, although they only give about 0.5% back to us, **PM** will go ahead to set these up and also set up a Just Giving page and **PL** will talk to John Mawer about this going onto the web page.

**5. Lottery Licence form:** **JL** said that in the past, when the Council was Alnwick RDC, a form had always been completed following the Duck Race. It appears that it has taken until now for (the new) NCC to catch up on such things and a form had appeared. **CA and JR** will complete this. **JR** confirmed that the Licence fee had always been paid in the meantime so we had been legal.

**6. 2018-19 OBJECTIVES**

(a) **Thrum Room:** This is finished and looking very good. Decided the hire charge would be £8.00 per hour.

(b) **External pointing:** To go into Objectives for 2019-2020.

(c) **Website:** **PL** will contact John Mawer now that the Panto is over.

**7. ROOM HIRE AND ALCOHOL LICENCE: Nothing new.**

**8. SOCIAL PROGRAMME:**

(a) **Vegetarian Meal-** 25<sup>th</sup> January had gone very well with good attendance.

(b) **Spooky Men-** **JL** had spoken again to Chris Butterworth who is the contact. She had sent out details of what we could offer etc but has had no response so it was thought that this was a no-go.

(c) **Christmas Meal:** Many thanks to **HM** who had arranged this. All had enjoyed the food and atmosphere and would like to repeat it next year.

**9. COMMUNICATIONS AND WEBSITE:**

(a) **Website:** This is covered under 6(c) above.

(b) **Wifi:** **PM** said that there are actually 2 networks in JH. Decided that he will amend the passwords so that the downstairs network is more easily accessible to events like the Makers' Market.

**10. SECURITY:** No issues.

**11. BUILDING ISSUES AND MAINTENANCE:**

- (a) **Drains:** PM said Aim Range had been out and flushed the drains and cleared the gullies and all okay.
- (b) **Wider step in Cheviot Room:** JL had purchased this for £29.99 + VAT
- (c) **Christmas Lights:** JL had talked to someone in Alnwick who is conversant with Christmas lights and he had been shown remotes etc. JL had looked at the box on the wall etc and is now trying to get slimline plugs that will fit. He also said the lights could start up on the roofline if longer leads were purchased so the lights don't trail and that hooks on the gutter over the porch had been installed so the wires don't trail there now. Finally he said that he thought we could have little Christmas trees with lights on High Street because there is a box on that wall to provide a power source.

**12. AOB:**

- (a) JL would like to get the cellar cleared out as "stuff" was left there when the Village Christmas Lights were relocated.
- (b) JL said that the back wall behind the centre section under the stage at floor level appeared to have some rising damp. HM will check whether the Scout under stage-store (left) is affected because this goes down below floor to ground level. JL will also check the CADS under-stage store (right). KB suggested we get it all professionally checked.
- (c) CA would like to amend the invoice form to show the bank details so that people can pay by BACS-agreed.

**13. ITEMS NEEDING EDITING FOR WEB PUBLICATION:** None necessary.

*There being no further business the meeting closed at 8.15pm.*

*Due to the fact that the original date for the next meeting clashed with the memorial for Ann Brown it was agreed that the **Date of next meeting** should be: **Thursday 21<sup>st</sup> March 2019** (PL gave her apologies)*