PEASENHALL ASSEMBLY HALL

Registered Charity No. 304808

TUESDAY 30 January 2018

MINUTES

Present: John O'Connor (Chair), Kath Hamilton, Chris Cox, Vanessa Wilkinson, Amanda Owen, Marion Forsythe

Apologies: Frank Potter, Carol Potter, Grace Whiting

Keith Fawkner-Simpson did not attend the meeting as arranged to discuss use of the hall as an emergency rest centre. Later meeting date to be arranged.

Minutes of previous meeting

Minutes of the previous meeting held on 12 December 2017 were agreed and signed by the Chairman.

Chairman's Report

JO"C has spoken to Freda Holmes who is happy to renew the lease for the car park but wishes to consult with her niece and nephew first.
Website for the hall needs to be updated with contact telephone number for bookings, future events and hire conditions.
As the committee needs more members JO'C suggested asking attendees at the next film night if they are interested. MF suggested contacting local clubs and users of the hall also. KH offered to draft a leaflet for circulation and AO offered to laminate leaflets to use as posters.

Treasurer's Report

There was no report for the December meeting so from 30/10/17 to date is as follows:
Outgoings: Water £67.59, Cleaner: £228, Suffolk Cinema Network £15, Electricity £176.54, Grass Cutting: £147.50. Totals £634.63 plus an invoice due

for fire alarm service.
Income: Nov, Dec and Jan Film Nights made £292.93 of which £201.78 was in donations, Gracie's November event made £127.08, Meters £99, Hall Hire £448 which totals £967.01 plus takings from last Friday's event.

The accounts stand as follows:

Current Account	**£26,024.66**
Petty Cash	**£431.41**
Total	**£26,456.07**

Secretary's Report

MF received an Email from Jamie Murphy offering to meet with committee to advise on funding application options. The date offered was at short notice and not possible with JO'C. We are waiting to hear if another date can be proposed.

Matters Arising

CC has been reviewing the Hire Agreement to consider updates.
Electricity meters - JO'C checked meter not accepting coins and a coin dropped and meter is now working.
MF submitted annual return online to the Charity Commission and data was accepted.
JO'C to arrange the cutting of additional keys.

Future Events

Quartetto Famiglia Concert	**14 February**
Country & Irish Music Event	**23 February - JO'C & VW offered to run bar**
Anna Noakes Trio	**17 March**
Cake Stall at bus shelter	**31 March at 10am**
Quiz Night	**6 April**
Folk Evening with John Kirkpatrick	**12 May**

Summer event suggested - similar to that held last year - with Random Blues Band
Possible Country & Western event to be held in September & Quiz Night in September or October
Photographic competition is not being held this year.

Any Other Business

JO'C will contact Suffolk Wildlife Trust to follow up on recent report.

Date of Next Meeting

Tuesday 6 March 2018 at 7.30pm. The Chairman thanked members for their attendance and closed the meeting.

Minutes agreed. .....

(Chairman)