

PEASENHALL ASSEMBLY HALL

Registered Charity Number 304808

MANAGEMENT COMMITTEE MEETING

MONDAY 23RD MAY 2016 7:30pm

MINUTES

The meeting followed the AGM.

Present were Mr J O'Connor, Mrs C Cox, Ms S Tompkins, Mrs G Whiting, Mr G Cadman, Mr F Potter, Mrs C Potter and Mrs A Owen. A number of members of the public attended the meeting.

Apologies were received from Mrs M Forsythe and Ms K Hamilton

Election of Officers

JO'C was proposed as chairman and GC was proposed as vice chairman. FP reported that he was standing down as secretary, although he was happy to remain as a member of the committee. JO'C reported that Marion Forsythe had expressed a willingness to be secretary. She was therefore proposed as secretary. CP was proposed as treasurer and CC as bookings secretary. The committee voted unanimously in favour of these proposals.

Minutes

The minutes of the committee meeting held 21st March 2016 were agreed by the committee and signed by the chairman.

Chairman's Report

JO'C stated that he had nothing to add to his AGM report.

Secretary's Report

FP reflected on his 9 years as secretary, noting that the hall remained in a sound financial position and that committee membership had consistently remained at a healthy level of approximately 10. JO'C thanked FP for all his efforts as secretary.

Treasurer's Report

CP presented the Treasurer's report. Income since 1st April has been £492.76, comprising £386.00 hall hire and £106.76 from the Quiz Night. Outgoings have been £520.58, comprising £117 for the annual PVS licence, £118.77 for the water bill, £123 for the annual Filmbank Distributors licence and £162.18 cleaning costs.

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The accounts stand as follows

Current Account	£12,683.64
Petty Cash	£271.61
Total	£12,955.25

The Pea Festival account stands at £11,978.71.

Matters Arising

JO'C mentioned the requirement to touch up the paintwork in the hall and replace some light bulbs. It was agreed that half a day should be set aside for a tidy up of the storage areas. This would be on Saturday 9th July at 10:00hrs.

Future Events

A cake stall will be held in the bus shelter on Saturday 16th July to coincide with the Latitude traffic. String quartets were being arranged for 20th August and 21st October. A quiz night will be held on Friday 9th September.

Any Other Business

CC reported that she had had an enquiry regarding hire of the hall for life drawing classes. The committee had no objection to use of the hall for this purpose. There was a discussion on the purchase of tea towels and table cloths for the hall. It was agreed that prices should be researched. CP stated that the cost of a further years advertising in the Yoxmere Fisherman would be £123. The committee agreed to this expenditure.

Date of Next Meeting

The date of the next meeting was agreed as Monday 27th June 2016 at 7:30pm in the hall. The chairman thanked members for their attendance and closed the meeting.

Minutes agreed: _____
(Chairman)