



Northumberland
NE48 2AA

MINUTES OF COMMITTEE MEETING HELD AT BELLINGHAM TOWN HALL ON TUESDAY 3 JULY 2018

Present: Edwin Wilkinson, Pat Wilkinson, Joanne Roberts, Ken Gaskin, William Wilkinson, Brian Tilley and Monica Tasker.

1. Apologies Jamie Rickelton, Bill Burlton and Ruth Everatt.

2. Minutes of April Meeting: The time of this meeting was changed and held at 6.00pm. As there were no matters arising, these were agreed to be a true record, proposed by Ken and seconded by Pat.

3. Matters Arising

Future Town Hall Bookings – Brian said there has been a party cancelled, Land of Joy are booked in from 14 – 30 July, the Keep Fit and the Job Club have finished, the Computer Sessions are going well. Joanne was approached for a booking for 19 July, however the Hall is already booked.

Sound System – On-going, Joanne said the ordered microphone is in hand.

Maintenance Items – Ken said he sorted a system so that the curtains could not be closed, however after discussion it was decided to put a pole up on one of the windows to see how this works. Thank you Ken for waterproofing the front door and Edwin for putting in a new light. Ken went on to say that the floor for the porch needs replacing, Ken to look into this and Edwin to clean the carpet. Edwin asked Brian to look into purchasing a rail and fixtures for the ramp outside the new room (by the kitchen).

1st September Arts & Craft Fair April – Joanne reported that posters have gone out and is advertised on Facebook, could do with more bookings.

Hallmark Renewal – Monica has booked a meeting with Louise Currie for Monday 15 October at 10.30am to go through renewal of the Hallmark.

4. Treasurer's Report – Joanne reported on the accounts. New room rent has been paid, new invoice forwarded; the following have paid - Parish Council for half payment for the Silhouette Figure; Border Park; Jumble Event; Insurance (Public Liability) paid by the Parish Council; Job Club; library. The electric and water have been paid (changed name to Wave); Ken for the new microwave; alcohol purchased for various events and the takings paid into the bank and paid for purchase of laminated pouches.

Joanne went on to say that the T&C terms and booking forms have been updated to include the new law on Data Protection and all these have been updated on the website. Edwin asked Brian if he would consider being our Data Protection officer, which is a requirement. Brief instructions typed for the new microwave and new posters for the suffragettes. Joanne has also updated the website with the fund raising events; local places, garden with the silhouette. Joanne said that a screen is being sold through the Consortium, however it was decided not to purchase it as we can borrow one locally when needed.

5. Any other business:

Edwin said that Vicki Fox, Licensing Officer, Buildings Licensing Act 2003, came to inspect the Hall, and he has received a letter to say that no issues were identified. There is a lifelong licence in place for the Hall.

Joanne asked if anyone needed stationary and will email everyone to obtain requirements.

As there was no other business, the meeting closed at 6.46pm. The NEXT meeting is on Tuesday 4 SEPTEMBER 2018 at 6.30pm unless an emergency meeting is called beforehand.