



MINUTES OF COMMITTEE MEETING HELD AT BELLINGHAM TOWN HALL ON TUESDAY 6 NOVEMBER 2018

Present: Edwin Wilkinson, Pat Wilkinson, Joanne Roberts, Bill Burlton and Brian Tilley.

1. Apologies Ken Gaskin, Jamie Rickelton, Monica Tasker, William Wilkinson and Ruth Everatt.

2. Minutes of October Meeting: No matters arising, these were agreed to be a true record, proposed by Joanne and seconded by Bill.

3. Matters Arising

Future Town Hall Bookings - Brian reported on the bookings, he felt that the information required for Ingeus is urgent. Land of Joy awaiting dates, one full month's hire is agreeable. Charges for hire to remain the same. Pilates Exercises are not booked into the hall on 13 or 20 November, Ambulance Service to confirm hiring on 29 November.

Sound System - On-going, Joanne has supplied instructions and pictures on how to use the sound system.

Maintenance Items – It has been decided to jet flush the drain; then use the camera to see what is causing the blockage; Edwin to contact a firm to do this job; to repair the bottom step and install a screw to take decorations in the main hall; has renewed 2 new emergency lights. Brian to order 800 litres of oil from Carrs; Edwin to look into joining North Tyne Oil Consortium. The clock has had its yearly service.

Prize Bingo Thursday 18 October at 7pm – Joanne reported that this went well and suggests that we have more help on the night of this event.

Hallmark Renewal – The renewal meeting with Louise Currie went well and it is confirmed that we have Hallmark 1. Louise suggested, as we have everything in place, to go for Hallmark 2, which will help to give a discount on our insurance. A walk around date is required to set up log books on maintenance report, fire alarm, emergency lights and risk assessments. Joanne, Monica, Bill and Edwin to set the date.

Xmas Fair Wednesday 5 December – Joanne will order face masks and bars of chocolate for the children's Santa Treats; Edwin to purchase a new set of fairy lights; all tables are booked, plus 4 tables in the supper room; Pat & Edwin to do refreshments and raffles, prizes are requested. Joanne would like the Xmas decorations to be put up in the hall a week earlier.

Xmas Tree Festival for St Cuthbert's Church – Pat has it ready to go in situ.

4. Treasurer's Report – Joanne reported on the accounts. Bank balances are sound; we have been awarded a very pleasing grant from the Coop, which will be presented on 24 November. Edwin will attend with other committee members wishing to attend.

5. Any other business:

Pat will confirm with the First School Head with regard to a date for the Christmas Play.
Joanne has supplied record books to be kept for all operating utilities.

As there was no other business, the meeting closed at 7.45pm. The next meeting is on Tuesday 4 December 2018 at 6.30pm.