

**Present**

Roger Messenger (Chair)  
 Bill Morle  
 Jo-Ann Harvey  
 Mary Baldock  
 Barry Gosling  
 Pat Hewett  
 Nigel Shaw  
 Robin Kirkland  
 Paul Collis  
 Peter Brackett

**Apologies**

Liam Harvey  
 Joanne Barber  
 Paul Daniels

**Circulated to** all above

**Date**

8 pm, Thursday 9 January 2020

**Location**

Lloyd Hall

**Subject**

Management Committee Meeting

Order	Main item	Action
1.0	Apologies were noted.	
2.0	Minutes of the meeting held on 14 November 2019 - these were agreed and signed by the Chair as a true record.	
3.0	<p><b>Treasurer's Update</b></p> <p>The Treasurer Peter Brackett presented to the meeting summary draft accounts for the year to 31 December 2019 and confirmed that the accounts were currently being audited prior to the Annual Meeting of LHMC on 31 January. The draft accounts for the year showed an overall profit of just under £10,000, after profit from fundraising activities was taken into account. Excluding income from fundraising, there was a loss of just over £2,000 for the year. The Treasurer confirmed that the PSDS loan had now been repaid in full. Cash held as at 9 January 2020 was £27,774; after discussion it was agreed that the profit of £8,000 from the auction of promises last November should be held in a reserve account.</p>	

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4.0	<p>Gift Aid has yet to be claimed on the Auction monies.</p> <p>In relation to the end of year figures, the Chair remarked that, ideally, we should hold in reserve sufficient funds to cover 2 years' running costs for the Hall which would be in the region of £50,000. The Chair also wondered whether we might obtain sponsorship from local businesses towards the overheads of running the Hall.</p> <p><b>Booking Secretary's report</b></p> <p>Jo-Ann reported that January is typically a quiet month for bookings. However there are 4 weddings booked for the coming year, a Pilates class will be returning following the teacher's maternity leave and tea dances are still taking place twice a month. Jo-Ann mentioned the Surrey County Council 'Ride London' cycle race consultation and will place details on the Hall notice board.</p> <p>The Booking Secretary has a new number for bookings of 07435 882640.</p>	
5.0	<p><b>Hall Issues/Update</b></p> <p>Bill Morle reported:</p> <ul style="list-style-type: none"> <li>• Maintenance of the partition and entrance doors will take place shortly.</li> <li>• Cleaning contract: the service has improved since Bill met with the staff.</li> <li>• The kitchen shutter is currently not working and needs maintenance.</li> <li>• Tests on the fire alarm and emergency lighting had been carried out.</li> </ul>	
6.0	<p><b>Forthcoming events</b></p> <p>Saturday 21<sup>st</sup> March. Joe Stilgoe in concert at Lloyd Hall. A meal will be offered with the ticket price and help with catering will be needed from the committee. Another evening with Tommy Blaise is possible in June or July.</p> <p>Friday 8 May is the VE Day commemoration; Nigel Shaw reported that there will be a free event at the Lloyd Hall from 12.30, including a free hog roast and a bar selling drinks. At 3pm there is a national broadcast which will be relayed in the Hall and later in the evening the beacon on the common will be lit.</p>	
7.0	<p><b>Outwood Show</b></p> <p>In 2020 the date for the Show is <b>Sunday</b> 6 September as that is the date of the Horticultural Society Show and it is understood that those who ran the Show last year are willing to do so again.</p>	

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8.0	<p><b>Outwood Ball 2020</b></p> <p>Jane Forbat reported that firm plans are now in place and the marquee is being booked. St Catherine's Hospice have confirmed that insurance for the event would be covered by them; the Chair requested that the Hospice contact him with their insurance details so that he could notify the Hall's insurers of the joint insured arrangement.</p> <p>Jo-Ann asked for a note of the exact times when the marquee would be in place before and after the Ball.</p> <p>There was a discussion about whether the Ball could end after 12 midnight, possibly 12.30 or 1am; the Chair's main concern is neighbours of the Hall and any nuisance caused to them</p> <p>Jane Forbat would pass these issues on to the Hospice committee.</p>	
9.0	<p><b>Car Parking</b></p> <p>Auction of premises has raised funds for the project. In view of the expense of Surrey County Council's requirements, the Chair remarked that we would need to engage with Tandridge and Surrey and ask what help they could offer. A local resident has offered use of digging equipment in case this would reduce costs.</p>	
10.0	<p><b>LHMC Annual meeting, 31 January:</b> Pat Hewett will buy wine and nibbles and enlist help from Jane F and Mary Baldock to serve.</p>	
11.00	<p><b>AOB-</b>Roger will check how long LHMC Minutes and records in paper form need to be kept.</p>	
12.0	<p><b>Dates of future meetings: Annual meeting 31 January</b> <b>LHMC Committee Monday 16 March</b></p>	