

**Present**

Roger Messenger (chair)  
 Pat Hewett  
 Bill Morle  
 Jo-Ann Harvey  
 Mary Baldock  
 Paul Collis  
 Jane Forbat  
 Paul Daniels  
 Nigel Shaw  
 Robin Kirkland  
 Barry Gosling  
 Liam Harvey

**Apologies**

Peter Brackett  
 Sheila Griffiths

**Circulated to** All above

**Date**

8 pm, Monday 25 February 2019

**Location**

Lloyd Hall

**Subject**

Management Committee Meeting

Order	Main item	Action
1.0	Apologies were noted.	
2.0	Minutes of the meeting held on 5 December 2018 - 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 was unable to attend the meeting and had emailed a financial summary as at 24 February and a covering note setting out main points which were summarised by the Chair as follows:</p> <p><u>Repairs and maintenance-January:</u>                      £40 Rob Minter-to tighten loose taps in toilets                      £390 Fusilier for replacement of ceiling lamps                      £93.60 Kent Domestic Burners-dealing with boiler issue</p> <p><u>February:</u>                      £244 Rob Minter for replacement of urinal capsules                      £66 for replacement of door mechanism</p>	

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4.0	<p>£2,246.65 had been paid for annual insurance for both buildings and PI cover.</p> <p>The Treasurer had noted that if the bank balance was further reduced, funds could be transferred from the 50/50 account where the balance is over £6,000.</p> <p>A point was raised about cleaning bills paid in February amounting to over £900 but it was pointed out that this covered cleaning for both January and February.</p> <p><b>Fundraising Events</b></p> <ul style="list-style-type: none"> <li>• The evening with Tommy Blaise on 1<sup>st</sup> June would appear in the Outwood News in March and a substantial number of tickets had already been sold.</li> <li>• Flapjacks will again be sold for the London to Brighton Bike Ride on 16 June</li> <li>• Outwood Show: anyone interested in helping to organise the show will be invited to the next LHMC meeting on 8 April.</li> <li>• Gatwick Community Fund: Mary Baldock had mentioned this in connection with a possible grant for the parking project; a discussion followed: the application would need to demonstrate that some fundraising had already been done towards the project cost so the appropriate time to apply for a grant would be early 2020. Bill Morle confirmed that the specification had already been prepared and the initial budget was in the region of £13,500. The Parish Council are unable to apply for a grant but as the planning permission was granted to them, they would need to arrange the works and Surrey County Council would be involved as the works involve the public highway.</li> </ul>	
5.0	<p><b>Booking Secretary's report</b></p> <p>Jo-Ann Harvey reported that £1,000 of private letting income had been received in January but February had, as usual, been a quieter month. Weddings continue to be booked for this year at a similar rate to last year and 2 weddings had been booked for 2020.</p> <p>One of the hirers (a Pilates teacher) had lost her access card for the Lloyd Hall; a discussion followed as to whether a deposit should be paid by hirers in return for an access card but it was decided against this.</p> <p>The Tea Dance arrears had now been paid in full and will in future be charged monthly.</p>	
6.0	<p><b>Hall Issues/Update</b></p> <p>Bill Morle reported as follows:</p> <ul style="list-style-type: none"> <li>• There is further work to be done to the lights in the hall for which a scissor lift will be needed and other high-level work will be done at the same time.</li> <li>• The underfloor heating has been reviewed weekly and no further reduction in pressure has been detected.</li> </ul>	

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7.0	<p><b>Outwood Ball 2020 (in aid of St Catherine’s Hospice)</b></p> <p>The Chair introduced this item and said that the main concern would be the effect on close neighbours of the hall. A discussion followed and it was agreed that, in principle, the Ball could go ahead; however permission would only be given as the event was for the Hospice, no precedent would be set with regard to siting a marquee adjacent to the Lloyd Hall and the Hospice Committee would be asked to consult with owners of properties adjacent to the Hall.</p> <p>Jo-Ann confirmed that she would provisionally reserve 2 dates in the diary for the Ball: 20 and 27 June 2020.</p>	Jane Forbat to liaise with the Hospice Committee
8.0	<p><b>AOB</b></p> <p>Jo-Ann will be producing a new wedding brochure for the Hall, updating as necessary, and will remove the Castle Pub as this has now closed.</p> <p>Following a point raised by Jo-Ann and a further discussion, it was agreed that regular lettings are needed to meet the running costs of the Hall and consequently it is not always possible to accommodate one-off lettings at short notice.</p>	
9.0	<p><b>Date of Next Meeting: Monday 8 April 2019</b></p>	

