

CHILMARK READING ROOM
Minutes of CRR Committee Meeting held on 17 January 2018

1. Present

Sarah Miller, Johan Denekamp, Barny Guthrie, Henrietta Cockrell, Kirk Murray-Jones, Jenny Gavin

2. Apologies

Liza Jack, Janey Middleton, Alison Whipp-Long, Kath Acreman

3. Minutes of Last Meeting

The minutes of the meeting held on 22 November 2017 were approved and signed

Proposed: Barny Guthrie; *seconded:* Kirk Murray-Jones

4. Matters Arising

4.1 Christmas Bazaar

The Christmas Bazaar had been a great success and had raised a record £1025. Sarah thanked everyone for their help and support.

4.2 Reading Room Helpers

Four non-Committee members had volunteered to help with Reading Room events.

4.3 Emergency Generator

A formal request had been received from the Chairman of Chilmark Parish Council asking the Reading Room Trustees and Managers for approval for a metal storage cabinet 5ft by 3ft containing emergency generator and lighting equipment, to be placed adjacent to the shed. In the event of power failure the generator could be quickly operational to provide emergency lighting and limited 13amp power output. Access to check the equipment would be needed every month. It was agreed that approval should be given for the cabinet to be placed on the patio next to the shed.

Proposed: Henrietta Cockrell; *seconded:* Sarah Miller

4.4 Disabled Toilet Redecoration

Sarah has found it difficult to get a date but hopefully the work will be done before April.

5. Treasurer's Report

Johan circulated the accounts for the first quarter.

The first quarter had been very successful. The main event - the Christmas Bazaar - raised £1025, and the Halloween event raised £104. Room hire had been a bit quiet. The total income was £1536. Total expenditure was £428.21. This included £334 for electricity, £78 for cleaning and £15 for bank charges.

Funds held totalled £8936. It had been a strong start to the year with a current surplus of £1108; however, as the first quarter is usually the strongest, the surplus is likely to reduce in subsequent quarters.

6. Review of Hire Rates and Salary of Any Paid Part-Time Staff

The Room Hire rate had not been increased for four years, apart from an extension of the months when the heating charge is applicable. After discussion it was agreed not to increase the Room Hire Rates.

Proposed: Kirk Murray-Jones; *seconded:* Barny Guthrie

Our cleaner, Fiona Rawlings's salary was reviewed last year but had not been increased since 2013. Sarah had made enquiries as to the rate being paid locally. It was agreed that the hourly rate should be increased to £11 per hour, with immediate effect.

Proposed: Henrietta Cockrell; *seconded:* Kirk Murray-Jones

7. Future Events and Fund Raising

7.1 Quiz and Chips Evening

Sarah had arranged for the Fish and Chips, plus a vegetarian option, to be supplied by a caterer from the New Forest. It was agreed to charge £10. Henrietta and Sarah agreed to do the quiz.

7.2 Costume Talk

Henrietta had arranged for Ros Liddington to give her talk on 9 March 2018 to start at 7.30pm. Ros had offered an alternative subject to the costume talk. A decision will be made on which talk to have when details of the new talk had been received from Ros Liddington.

7.3 Bingo

There was no further progress on a Bingo evening

7.4 Pop Up Café

It was agreed to ask Alison when she would like to hold a Pop Up Café, possibly in April or May.

7.5 Jenkins Ear

The Sea Shanty group Jenkins Ear had so enjoyed their last visit to Chilmark that they had asked Henrietta if they could come again. They would charge either £250, or 80% of the takings, whichever is the greatest. They had suggested a date of 2 November 2018, but as this is close to the Halloween event, it was agreed that Henrietta would ask if they could come on 10 November 2018 instead.

7.6 Halloween

It was agreed to hold a Halloween event again this year on 31 October 2018.

8. Date of Next Meeting

Wednesday 18 April 2018 at 6.30pm