

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

1. Present

Kirk Murray-Jones, Johan Denekamp, Henrietta Cockrell, Janey Middleton, Alison Whipp-Long, Jenny Gavin

2. Apologies

Sarah Miller, Liza Jack, Barny Guthrie

3. Minutes of Last Meeting

The minutes of the meeting held on 10 July 2018 were approved and signed

Proposed: Janey Middleton; *seconded:* Alison Whipp-Long

4. Matters Arising

4.1 Emergency Generator/Patio

Johan and Kirk moved the green cabinet next to the shed. Johan had cleared the patio of weeds and also removed leaves and roots from under the grills. Hopefully this might help with the damp problem. It was agreed to have a working party to sort out the shed, it was agreed to do this on 1 December 2018 starting at 10.30.

4.2 Disabled Toilet Redecoration

There had been no further progress on the redecoration of the disabled toilet. The budget of £500 for this would be carried forward into next year.

4.3. Wall Damp

This would be reviewed at the next meeting.

5. Treasurer's Report

Johan presented the accounts for Q4 together with the proposed budget for 2018/19. Q4 had been good, Room hire was £597.50 and the PC grant for £500 had been received giving a total income of £1097. Expenditure was light and as £500 allocated for the disabled toilet had not been spent, there was an exceptional surplus of £887. It had been a very strong year with an accumulated surplus of £2,230.

The budget for 2018/19 allows for £2,000 room hire, slightly lower in case we lose income to the school, fund raising lower at £1,000 to relieve pressure to make money on each event.

The planned purchase of a stage was budgeted at £2,000 (£1,500 of this to be donated) and the lighting at £3,000, giving a deficit of £1,910.

Johan thought the estimate for the replacement lighting was too high and proposed to reduce the amount to £2,000 subject to us getting a 50% grant. Henrietta said her mother would fund the full cost of the stage. With adjustment for these items, the anticipated loss would be down £585 giving a deficit of £1,325. Johan would present the amended budget at the AGM.

6. Memorial Bench

It was agreed to order the Memorial Bench, the wording of the plaque to be agreed at a future meeting. Johan would check with Sarah whether she could take delivery of the bench.

7. Strip Lighting Replacement

Sarah had forwarded a previous quote of £3000 for renewal of the Reading Room lighting.

Johan thought that this amount was rather excessive and that a budgeted allowance of £2000 would be sufficient. It was agreed to investigate the possibility of obtaining a grant.

8. Stage

Henrietta had found details of a stage that might be suitable at a cost of approximately £2000. Henrietta said her mother would be willing to cover the full cost. The Reading Room would need to pay for the stage and would be reimbursed the cost.

9. Future Events and Fund Raising

9.1 Barbeque

Unfortunately the Barbeque had been cancelled

9.2 Jenkins Ear

Henrietta said all the arrangements were going smoothly. She had advertised the event widely. Hopefully the new stage would be in place for this event.

9.3 Halloween

Arrangements for Halloween were similar to last year. Alison, Barny, Sarah and Kirk would arrange the decorating, hot dogs, sweets, sound system, apple bobbing etc. There would be a charge for hot dogs. The school wasn't having a Halloween disco this year, as the school wants to support the village. The Reading Room event had been advertised in the school newsletter.

9.4 Christmas Bazaar

It was agreed to hold the Christmas Bazaar on 8 December 2018. It was decided to have a high-end raffle and a tombola.

10. School Hall

Kirk mentioned that, previously, the school hall had been available for hire at a cost of £200. However this cost has been reduced as the new nursery might need to hire the hall. It was agreed that this shouldn't affect the Reading Room

12. Date of Next Meeting

Wednesday 21 November 2018 after the AGM.