

**The minutes of a meeting of the Hutton Henry & District Community Association
held on Tuesday 16th October 2018**

Present:

D Mitchinson	Chairman/ Trustee
L Wardle	Secretary /Trustee
Craig Armstrong	Trustee
L Humphries	Trustee
G Shears	Trustee
A Watts	Trustee

1. Apologies for absence

All trustees were present

2. To confirm the minutes of the meeting held on the 16th June 2018

RESOLVED the minutes of the above meeting be approved, confirmed and signed as a true and accurate record.

3. Treasurers Report

Andrew confirmed the balance of the associations bank account stands at £12598, this includes the £5000 grant awarded from the Parish Council to erect the memorial, petty cash £47.80. The most recent electricity bill was for £77 which is due to the result of a good summer.

It was agreed by all the work undertaken by the events committee ensures valuable funds are raised to maintain the building and a thank you should be sent, Lynda agreed to do this in behalf of trustees.

RESOLVED the information be received and noted

4. Data Protection

Lynda reminded members that under GDPR the Association must only contact members who have agreed for their data to be held and a mailing group is held which is the only one to be used.

RESOLVED the information be received and noted

5. Memorial

Lynda advised the memorial will be installed in 23rd October 2018 and once complete the invoice of £4560.00 will need to be paid.

RESOLVED approval is given for Lynda & Andrew to pay electronically as soon as confirmation received all works completed.

It was agreed it would be appropriate for the memorial to be unveiled on Remembrance Sunday, which falls on 11th November 2018. Lynda had prepared a draft poster and order of service with a suggestion free refreshments be offered in the hall following the meeting. It was confirmed it was highly unlikely, due to workload, that a member of the clergy would be free on the day to bless the memorial. Invitations are to be sent to Hutton Henry Parish Council & Primary School and refreshments be provided by local catering company.

Members were aware that a local resident, Alan Johnson had been very active in helping to secure the funds to have the memorial built, his family lost four family members in wars. It was agreed it would be appropriate for him to unveil the memorial in view of the family history.

RESOLVED the information be received and above actions agreed.

6. Building Update

There are a number of matters still to be action from previous meeting:

- A timber to the front of the servery to be replaced - a quote had been received but it was to replace the whole area rather than one timber, it was agreed to monitor and building team to look at other options
- Action taken to address the problems caused by drafts from the servery area- building team to investigate now the colder weather is approaching
- Kitchen ceiling works to be completed
- Plastic boxes to be purchased to store the Association glasses currently stored under the servery – Dave to source
- Still unclear if the glass cleaner & cooler are working- Lynda to confirm with M Bloomfield

Members were made aware that the Parish Council would welcome a funding application from the Association and it was agreed to apply for a grant of £2000 to assist with pointing works to the front wall & porch, roof repairs, external noticeboard & bin shelter. Quotes are to be sought and Lynda was requested to submit.

RESOLVED information agreed and actioned

7. Events

Leisa confirmed a full programme of events is in place until January 2019, it was agreed no coffee mornings will take place in the early part of the year as any monies made would not cover the cost of heating the hall.

8. Any other business

No other business was discussed

9. Date & time of next meeting

To be confirmed

Signed as a true and accurate record

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Chairman