

THORNTON RUST INSTITUTE MANAGEMENT COMMITTEE

DRAFT MINUTES OF MEETING HELD ON Monday 2nd March 2020

1. Present: Sue Duffield, Steve Duffield, Carole Hudson, Martyn Donno, Carole Donno, Marjorie Spence, Roger White, Paul Raven, Karen Raven, Lynn Fitzgibbon (guest)

2. Apologies: None.

3. Minutes of previous meeting: The minutes were read and accepted. Prop: Roger White, Sec: Martyn Donno.

4. Matters arising:

Committee : Sue Duffield advised that Carole Hudson has reluctantly resigned as Secretary for personal reasons but will be prepared to stay on the Committee. Steve Duffield will take over as Secretary until a replacement is found - this was agreed. Lynn Fitzgibbon was welcomed to the meeting with a view to joining the Committee at the AGM.

Building Maintenance : Following the electrical improvements to the main hall, an installation certificate checking the whole electrical installation was obtained from Boston Electrical (approved contractor). The result was a pass valid for 5 years with a few minor recommendations for action. These were non urgent except for the trip switch on the kitchen installation which requires replacement. All recommendations are being attended to by D.Moore who will also fix the new hand dryers we have purchased for the toilets.

Website : M. Donno has this upgrade in hand subject to better weather for outside photos.

5. Lettings: M. Donno reported that the income for the period 01/03/2019 to 29/02/2020 totalled £1338.00 over 106 sessions with an average of £12.62 per session. Usage generating separate income amounted to 46 sessions and includes whist, coffee, games etc. There were a total of 152 sessions giving a combined 41% overall occupancy. The figures for the same period last year were £1376.00 over a total of 161 sessions.

6. Treasurer's report:

Steve Duffield reported that the financial position at the end of February 2020 is not yet available as the latest bank statement had not been received. The full years report will be given at the AGM.. The end of January 2020 showed an accumulated fund of £8266.06 of which £2640.13 is in the deposit account. There was a deficit of £1024.63 but this is expected as we have spent capital on major improvement projects this year. Regarding the legacy left to the Institute by the estate of the late Mr W.Embley, the present position remains that the property has still not been sold.

7 Entertainment activities: The New Year party on 4th January was successful but showed a small loss. It was discussed as to whether we should leave the admission at £5.00. The recent Winter Warmer was well attended. The curry evening is on 14th March and there should be 4 curries available. The pie and peas event on 9th May will comprise fish, chicken and vegetable pies.

8 Any other business: It is proposed to clear out the store/boiler room on Sunday 8th March. A new storage cupboard donated by Amanda and Steve Donno-Fuller will be incorporated. Any help will be appreciated.

9 Items forPip: The next Games Evening is on 20th March and Easter Coffee on 13th April.

10 Date of next meeting: Monday 8th June 2020 at 7.30p.m. The AGM will be on Monday 9th March. The meeting closed at 8.25 p.m.

I agree this is a true account of the above meeting:

Signed:

Date: