

Yew Tree Hall Management Committee – Minutes 3 June 2024 7.30pm

1. Present

Adam Baker, Chair (AB), Peter Deeks (PD), Eleanor Gardner, minutes (EG), Fiona Lambrick (FL), Nigel Lee (NL), James Lusher (JL), Clare Round (CR), Christine Walmsley (CW).

Apologies: Catherine Armstrong, Treasurer (CA), Rachel Edmonds (RE), Steve Irlam (SI), Derek Poate (DP).

2. Previous Minutes

25/03/24. Approved.

3. Matters Arising

- a. Website. **Editorial group** – purpose and objectives. Deferred. **Action EG, JL, DP**
- b. Notice board policy. Deferred. **Action Ed gp**
- c. Electrical system update and remedial work – in abeyance pending conclusion of Fire Assessment/sign-off by FRA as point d. below. **Action AB**
- d. Fire assessment and remedial action.
 - i. Approval sought from FSA of alterations to *YTH fire alarm plan Rev1* (since basement confirmed as not being used). ‘Inspection’ to be done on basis of plan, not physical inspection. Once approved, fire detection/alarm system can be installed. **Action PD**
 - ii. Fire doors into supper room and door into stairwell/basement. Frames good. Need trim piece for double doors and infilling with plasterboard for supper room doors and stairwell door (assuming sign-off by FSA). Stairwell door action will be negated by storage project (see item 8g.) **Action PD, AB**
- e. Buildings insurance: Sum insured to be uplifted to £1.35million (PD calculation). To confirm with insurers. **Action CA**
- f. Legacy/bequests section on YTH website. Deferred. **Action EG**
- g. History board – excellent quality and presentation. Lots of visitors reading it. Press release written by PD in local Times and Star and on (very) local TV.
 - i. Press release to be linked or put on website. PD to circulate. **Action JL**
 - ii. Jennings plaque to be re-installed in Jubilee garden. **Action AB, DP**
 - iii. Yew Tree Hall history and plaque to be developed. **Action JL**

4. Treasurer’s Report

- a. Financial report
 - £ 5189.29 Current a/c
 - £20276.72 Reserve a/c
 - Income 1 Apr 24 – 24 May 24
 - £ 785.00 +
 - £ 332.00 invoices o/s
 - £ 1117.00 –

£ 470.90 costs & expenses.

£ 646.10 earnings to date

Payments due/liabilities: Bigfoot for the Jubilee Garden (Feb 23). YTHMC expressed their concern at continuing to carry potentially large liability. Need to review the original estimate and seek to pay that amount in 'full and final settlement'. **Action DP, CA**

- b. Election day charges. Invoiced £192 to the Electoral Commission for May election (0630-2230, 16 hours @£12ph). Same to be invoiced for July 4th. **Action CR**
- c. 1 x £20 unpaid hire invoice remains outstanding. To chase if possible. **Action CA**
- d. Buttermere Bash held last weekend in May. Awaiting confirmation if YTHMC will be the recipient of charity money. **Action AB, CA**

5. Representatives reports

Reports as attached. Discussion of Film Club (FC) report.

- a. FC no longer wish to have a formal representative on YTHMC. Noted. **Action AB**
- b. FC request that when film night is a Thursday (4 or 5 evenings per year) YTH doesn't take a booking for the day time. That way the screen can be put up the evening before by the small group of helpers and the Table Tennis Club who assist. Agreed. **Action EG**
- c. Possibility of having a mini arts festival sometime next year which would include 2 or 3 films. Would require the Friday pm U3A bowls group to be moved/postponed for one week. FC will need to ask U3A. **Action EG**

6. Policies, Procedures, Certificates & Contracts

- a. Data Protection/GDPR policy. Registration with ICO needed. Deferred. **Action AB, CR**
- b. Music Licence – annual renewal date, 28th April. Currently unlicensed but does not matter unless we wish to play music. Renew asap to ensure continuity. **Action CR, CA**
- c. Dogs in Hall – wording on booking form to reflect policy plus other minor alterations, e.g. remind hirers to send publicity to website prior to event and photos post-event if a public event. **Action CR**

7. Social activities

- a. Next YTH coffee & cake morning is being run by Young Farmers, Sat 3 July.
- b. Eco church event Sat 15 June. Hall open all day with stalls. Tea & coffee served by TT.
- c. Crafting fair – great result, more to be booked. Arwen is considering a follow up in July.
- d. The Malthouse Club – trip to Cartmel races was a huge success with 34 tickets sold. Next event not yet planned. **Action NL**
- e. Possible wind Quintet in August. 50/50 on sales less hire. The acoustics in the hall are poor: Offer to the church with possibility of cooperation. **Action EG**
- f. YTH autumn/winter fundraiser. CA happy to organise a Race Night in the hall. NL to support. Need to check that this is OK re gambling. Suggested date Sat 16 Nov. **Action CA, NL**

- g. Purchase new set of tea towels **Action CW**
- h. YTH informal Christmas gathering, Sat 21 Dec, book hall for 1800-2000 **Action CR**
- i. New Year's Eve party – hall booked for evening. Think of suitable organiser **Action All**
- j. Facebook page to promote events. (Melbreak Communities can do this) **Action CA**
- k. YTH Auction of remaining undercroft items – event to think about/promote **Action NL**

8. YTH Projects

- a. Projects Plan (spreadsheet) to be updated **Action PD, AB**
- b. Title deed, to progress, documents collated, ready to go. **Action PD**
- c. Proposed new Governing Document. AB has had detailed conversation with Hellen Aitken, Lead Village hall Adviser with ACT. Current advice is that:
 - i. Not necessary to convert to a CIO. Can modify existing Governing Document. Should be done in any event as the Second Schedule, Representative Members, is out of date.
 - ii. Modification/updating of the document can be up to 90%, just need to retain the Object (clause 3) and provisions of Sale (clauses 24 & 25) in event of disposal. Sufficient to vote on changes in a committee meeting.
 - iii. Concern about personal liabilities for trustees is mitigated by the Charity Commission confirming trustees acted in good faith.
 - iv. Hellen Aitken to be invited to speak to the committee later in the year. **Action AB**
- d. Development Group
 - i. Next meeting to arrange. **Action Dev gp**
 - ii. Summary of parish questionnaire to review. 63 responses; raw data has been collated. Summary will be done for next PC meeting. YTHMC Dev gp will receive results in due course. Will help shape YTH plans. **Action Dev gp**
- e. Clearing under-croft. Working party 19/04/24, great response, thank you to all who assisted, especially Steve & Liz Irlam who provided their trailer and took detritus to recycling centre.
 - i. Retain the Bier, some good gold/blue chairs, 4 x trestle tables, 4 x benches.
 - ii. Auction everything else – village auction/event; see item 7k. **Action NL**
 - iii. Table football, to be collected by Barbara Robinson for new Youth Group. **Action AB**
 - iv. (*post-meeting note: Bowls paraphernalia to be collected/sorted by Ann Peck) **Action AB**
 - v. Garden end: sand/soil/masonry → trailer? Working party required, TBA **Action All**
- f. Garden project
 - i. Garden looking very good. Working party 02/05/24, great turnout; with a good number of volunteers did not take long. Special thanks to Richard Johnson who took away the seat, stripped and varnished it.
 - ii. Consider a reduced plan as garden looking lovely. Priority is accessibility. Also consider opening a door passageway between the garden and the Jubilee garden. **Action Gard gp**
 - iii. Further session required to remove foliage/shrubs from river wall and hall foundations.

- Action All**
- iv. EG and DP both approached FIPL for fun with no response. EG to try again. Look at other sources of grant funding. **Action Gard gp**
- v. Community payback. Still awaiting clarification on ownership and therefore insurance for land adjacent to the river. **Action JL**
- g. Storage space development (top of stairs). Plan/drawing required **Action PD**
- h. Re item 3C and 8g, Asbestos Survey required (needed in any event – add to plan) **Action PD**
- i. Solar panel installation
- i. FL initial discussions re scope & costs with David from Border Hydro. Important for YTHMC to consider env/eco options even if turn out to be economically infeasible.
- ii. Need to establish what electricity phase supply the hall has. **Action FL**
- iii. Number of considerations including weight of panels on roof and electricity generated in summer when not needed (and conversely, not enough generated in winter). **Action FL**

11. AOB

None

12. Next Meeting(s)

AGM – Thursday 25 July 2024, 7.00pm, followed by, at 8.00pm YTH committee meeting

Meeting closed 9.25pm

Representative reports

- **Blindbothel Parish Council – AB**
Continuing to coordinate with Lorton, Loweswater and Buttermere Parish Councils to ensure maximum rollout of hyperfast fibre broadband to the valley. Number of potholes filled.
- **Film Club – EG**
We showed our last film of the current season, The Eight Mountains, on April 18th. It was very well attended, 35 people, and we made £193 profit. The screen was moved to the side of the hall to ensure clear access to the rear fire escape.

The film collective has expanded to include Ian Smith and Eleanor will no longer be in charge. We will probably show slightly fewer films. The next planned event will be a Fright Night on October 31st, when we hope to have a double bill.

Film Club does not wish to have a representative on the YTH committee in the future. We would like to request that, when it is film night on a Thursday (only 4 or 5 evenings per year) that the hall doesn't take booking for the day time. That way the screen can be put up the evening before which is very helpful since we have only a very small group of helpers.

We are looking at the possibility of having a mini arts festival sometime next year, which would include 2 or 3 films. In that case we would need the U3A bowls to be cancelled for one week. We hope that, given sufficient notice that would not be a problem.

- **FOLS – (TBA)**

- **Lorton Vale Gardening Club – CW**

- **Lorton & Derwent Fells Local History Society – FL**
 The History board has been installed. A grand unveiling took place Friday 17 May and was very well received. The Society's next talk is Thursday 13 June: Creating the Marshall Estates.

- **Lorton Parish Council – PD**
 (See item 8d.ii)

- **Melbreak Communities – SI**

- **Parochial Church Council – RE**

- **Table Tennis – NL**
 Continues to be well supported, averaging just under 16 players per session since January (same as 2023). Subs increased to £2.50 pp to cover off increase in hall hire rates.