

Yew Tree Hall Management Committee – Minutes 10 March 2025 7.30pm

1. Present

Catherine Armstrong (CA), Adam Baker (AB), Peter Deeks (PD), Rachael Edmunds (RE), Liz Irlam (LI), Steve Irlam (SI), Fiona Lambrick (FL), Nigel Lee (NL), Derek Poate (DP), Clare Round (CR), Ian Smith (IS).

2. Previous Minutes

13/01/25. Approved.

3. Matters Arising

- a. Fire alarm system and electrical improvements
 - i. Complete. Testing & commissioning to finalise before handover **Action DP, PD**
 - ii. Certification and updates to be forwarded to Assessor to update FRA **Action PD**
- b. Training on above for committee members TBA **Action All**
- c. Project Achievement Report to submit re above **Action AB**
- d. Internal doors to finish painting - fire resistant paint **(Action RJ)**
- e. New water geyser – needs engineer **Action SI**
- f. Dwarf garden wall on roadside needs repaired **Action AB**
- g. Additional heater element fitted. Still cool for Bowls club. Additional element and alter angle of far overhead heater unit **Action SI, AB**
- h. Brand/emblem – look at Yew Tree designs (Nev's or Cathy's) **Action AB**

4. Treasurer's report

- a. Financial report

	Payments due/liabilities
<u>£23245*</u> FOYTH a/c	<u>£ 9357</u> Fire detection & remedial electrical work
	<u>£ 2662</u> Insurance
£29372 Current a/c	<u>£ 1000</u> Annual cleaning invoice
£ 468 + invoices o/s	<u>£ 1000</u> Electricity
<u>£ 260</u> + other receipts to y/e	<u>£ 481</u> Other
<u>£30000</u>	<u>£14500</u>
 <u>£15500</u> Forecast year end position	
* +£2k pledge from LPC	
- b. Deposit account renamed as FOYTH. Interest of £117 for past 3 months to be transferred to current account. Future interest to remain in FOYTH account **Action CA**
- c. Need to look at an additional deposit account to take advantage of interest **Action CA**
- d. FOYTH account to be audited annually as per accounts? **Action CA**
- e. £1000 credit received from electric company ✓
- f. Bank account signatories being changed: CA, AB, DP, CR **Action CA**

5. Development Group

- a. Draft minutes from 27 Feb noted – to go on MC site **Action DP**

- b. Title deed: options and solicitor recommendations update. Land to be held in trust by CA, AB, RE and DP for time being. Additional documentation to be collated **Action PD**
- c. Basement (old kiln area) cleared of silt and rubbish. Thank you all. Bricks to be removed from Jubilee garden **Action AB**
- d. Test hole made in underside of Hall floor to confirm construction for architect ✓
- e. M&E engineer appointed. Structural engineer appointed ✓
- f. Next Dev Grp meeting Sun 16 Mar **Action Dev Grp**
- g. Architect commencing drawings. Aiming for three options. Initial consultation with community Wed 21 May. **Action Dev Grp**
- h. Bat survey – struggling for 3 quotes. Accept 2 ✓
- i. Discussion on possible hydro scheme (proximity to beck). SSSI protection exists up to bridge. Heat pump presentation YTH Mon 31 March 7pm.

6. FOYTH

- a. FOYTH constitution – final version as per 29 January email
- b. Working acronym FOYTH, otherwise ‘Friends’
- c. New account, FOYTH, as per Treasurer’s report
- d. 8 Feb soft launch successful, including BBC online article referencing ‘Friends’
- e. Number of donations and 17 gift aid forms received – spreadsheet established
- f. Recommendation of donation amount – wait until we have a costed scheme
- g. Any donation/gift counts for gift aid. E.g. Buying items for the hall or events – let CA know, and the amount, then can transfer it to FOYTH as a donation
- h. Donation info sheet and gift aid form in The Link and on MC site
- i. Contact made with new owners of Jennings – meeting 17 March at YTH. Also contact with Kirkgate centre who inherited a number of artefacts and documentation from Jennings. Walter Head is the authority of the YTH/Jennings history.
- j. YTH been featured online – Cumbria Crack & BBC, in Keswick Reminder (front page) and Cumbria Life. ITV looking at mini-documentary on history of Jennings inc Lorton & YTH
- k. Provisional discussion with Nat Lottery Heritage Fund. Two types grant <£250k & >£250k
- l. Timesheet required to log all volunteer time? (dependant on item j. above. Tba)
- m. Aside from Easter and Christmas C&C’s, YTHMC 2025 events to be FOYTH (organisation of events to be joint) **Action All**

7. Social activities

- a. Agreed biannual calendar of events:
 - 2025
 - i. C&C, raffle: Easter, Sat 19 Apr 10 – 12, £4 entrance. Competitions: Best – painted egg, Easter bonnet, small spring flower arrangement. Judging 11am. Raffle, 1st prize Cumbrian hamper to be purchased at shop, cash donations please **Action RE**
 - 2nd & 3rd prizes, pot of flowers & tba **Action CR, CA**
 - Judges to appoint for the three categories **Action AB**

- Children’s Easter bonnet stall **Action RE**
 - ii. Spring Ceilidh, band, bar & food, Sat 24 May. FOYTH soft launch **Action CR, CA, PD**
 - iii. Summer picnic/treasure hunt & auction, Sat Jun/Jul **Action RE**
 - iv. Autumn Bingo plus pea & pie supper Sat 15 Nov
 - v. C&C, WW raffle: Christmas, Sat 13 Dec
- 2026
- i. Valentines supper Sat 14 Feb
 - ii. C&C, raffle: Easter, Sat 4 Apr
 - iii. Spring dance + food, Sat 16 May
 - iv. Summer picnic/treasure hunt Sat Jun/Jul
 - v. Race night Sat 31 Oct
 - vi. C&C, WW raffle: Christmas, Sat 12 Dec
 - vii. New Year’s Eve party Thr 31 Dec
- a. Film Club
 - i. Feedback from last film. Very positive, 30 attendees. £129 profit (film cost £132). DP holds bar drinks, assistant required next time.
 - ii. Next film: *My Favourite Cake*, Thr 27 March, 7pm – setup required **Action All**
 - iii. Future film titles to be voted for by YTHMC **Action IS**
 - b. Malthouse Club – Thr 17 April, 7pm. ‘Antarctic & S Georgia – Derek Poate’. Entrance, recommended donation. Posters required. **Action NL**
- 8. Policies & Procedures, Certificates & Contracts**
- a. ‘Building & Infrastructure book’ **Action PD, AB**
 - b. Fire equipment assessment complete. 1 x water extinguisher replaced ✓
 - c. Register for GDPR – data controller (re list of benefactors) **Action AB, CR**
- 9. AOB**
- a. Chess & board games night. Being considered (Malthouse Club) **Action NL**
- 10. Dates of next meetings – Monday 7.30pm unless otherwise notified.**
- a. **12 May 25**
 - b. 14 July 25, 7.00pm, AGM; followed by, 8.00pm YTHMC
 - c. 8 September
 - d. 10 November
 - e. 12 January 2026
 - f. 9 March 2026