

Yew Tree Hall Management Committee – minutes 8 September 2025 7.30pm

1. Present

Adam Baker (AB), Peter Deeks (PD), Liz Irlam (LI), Fiona Lambrick (FL), Nigel Lee (NL), Derek Poate (DP), Ian Smith (IS)

Apologies: Catherine Armstrong (CA), Rachael Edmunds (RE), Steve Irlam (SI), Clare Round (CR)

2. Previous Minutes

14/07/25. Approved.

3. Matters Arising

- a. Work parties: great job on garden and jubilee planters. Further work required. **Action All**
- b. Also to clear behind hall of brambles & Himalayan balsam. Date & time TBA **Action All**
- c. Water meter replaced by UU ✓

4. Treasurer's report

a. Financial report

£ 7,674 Current
£ 198 + invoices o/s
£ 7,872

Payments due/liabilities
£500 Legal fees - title

£ 10,000 Reserve

£141,432 FOYTH

£4,902 in costs (paid) to date

- b. £4663 gift aid rebate received from HMRC (in FOYTH account) ✓
- c. Reviewing electricity providers to obtain best rate **Action SI**
- d. Agreed to purchase Sumup card reader, £79+vat 1.69% fee. Huge help at events. **Action CA**

5. Development Group

- a. Loweswater show. Gazebos blew away – agreed to reimburse owners. Not covered by Show insurance, look at YTH insurance to see if covered. **Action CA**
- b. Exhibition materials to be displayed in supper room **Action NL**
- c. 7 pages of The Link are YTH related articles – need to keep up the messaging **Action All**
- d. Drawings nearing final iteration for planning application **Action AB**
- e. Dev Grp meeting 12 Sept to finalise and agree plans and QS costs **Action Dev Gp**
- f. Cathy Lee and PD met with Quantity Surveyor to iron out itemised costs
- g. Oral History Group – led by IS. Project update. Meeting 11 Sept. **Action IS**
 - i. DP has produced list of initial interviewees and topics for discussion
 - ii. Nev Mills looking into borrowing audio/recording equipment
 - iii. LI suggested contacting Joel Baker to look at video/film recording
- h. Awaiting bat survey outcome **Action AB**
- i. Awaiting flood risk assessment outcome **Action AB**

- j. Title deed – awaiting next steps from solicitor **Action PD, AB**
- k. Web site – offer to design and run a website for YTH. Accepted and agreed **Action AB**
- l. Metal pin badges to be sold. Yew tree motif, ‘friends of yew tree hall’. Ordered **Action CR**
- m. ‘Lorton Ale’. Special brew by Jennings ready for Grand Auction – pin for tasting **Action AB**

6. FOYTH

- a. Has served its initial purpose. Transitioning to grant application group with AB, Cathy Lee, two local specialist volunteers and a consultant – professional fund raiser. ‘Friends of Yew Tree Hall’ to remain as a name for all who contribute **Action AB**
- b. AB gave update on meeting with National Lottery Heritage. Very interested in our heritage and cultural projects, how the community was involved and how access could be developed so that all could see exhibitions and heritage aspects of hall. NLH would certainly like to be involved. Resubmit grant application **Action AB**
- c. Grant group to look at other grant providers for specific areas of project **Action AB**

7. Social activities

- a. YTH events:

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- i. Malthouse Club – afternoon tea plus music by Phil Tattershall ukulele band, **Sunday 19 October**. Aiming for 50 people who’ll need to book in advance:
 - NL needs teapots and cake stands, contact NL **Action All**
 - Menu – sandwiches, tray bakes & scones, mini pork pies & profiteroles **Action LI**
 - Booking/allocation and advert for October Link **Action NL**
 - Help with food prep and on-day help **Action All**
 - Prosecco on cash bar **Action DP**
 - Liaison with Phil Tattershall/band **Action NL**
- ii. Grand Auction **Saturday 22 November**. 80 tickets at £20 each. *50 already allocated*. 40 items promised so far. Wine, hams & cheese. Seating, table (small tables from school?) and food arrangements tba. Catalogues to be distributed to attendees and wider community (proxy bids permitted) in good time. Viewing of lots – day before?
 - Tickets **Action NL**
 - Items/lots collection/collation and catalogue preparation **Action C Lee CA**
 - Advert for October Link **Action NL**
 - Bar **Action DP**
 - Keg – Jennings Cumberland Ale (& Pin of Lorton Ale for free tasting) **Action AB**
 - Help with food prep and on-day help **Action All**
 - Organising group: NL & CL, DP, AB, Mike & Pam Jaques. Meeting 3 October to decide lot viewing, seating, table & food arrangements **Action NL**
- iii. Coffee & Cakes, Winter Warmth raffle: Christmas, Sat 13 Dec

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- iv. Valentines supper. Saturday 14 Feb. Organisers required **Action All**
Carmen – singer & guitarist booked, 2 x 45 min sessions
Food - Mike Jaques? Wine & bar tba, Promotion & posters, tba

- v. C&C, raffle: Easter, Sat 4 Apr
 - vi. Spring Ball + food, Sat 16 May Ceilidh again? Speak with Aine **Action LI**
 - vii. Summer picnic/treasure hunt Sat Jun/Jul **Action RE**
 - viii. Race night Sat 31 Oct **Action CA**
 - ix. C&C, WW raffle: Christmas, Sat 12 Dec
 - x. New Year's Eve party Thr 31 Dec
- b. Film Club
- i. Two film nights before Christmas – Thursday 16 October and Thursday 27 November.
 - Circulate list of films to YTHMC to indicate preferences **Action IS**
 - Advert in Link **Action IS**
 - Liaise with CA and RE re possible children's film afternoon **Action IS**
 - Jan, Feb & Mar tba.
- 8. Policies & Procedures, Certificates & Contracts**
- a. 'Building & Infrastructure book'. PD has collated all documents. Ongoing **Action PD**
 - b. Register for GDPR – data controller (re list of benefactors) **Action AB CR**
9. **Dates of next meetings** – for diaries, Monday 7.30pm unless otherwise notified.
- a. **10 November**
 - b. 12 January 2026
 - c. 9 March 2026
 - d. 11 May 2026
 - e. 6 July 2026, 7.00pm, AGM; followed by, 8.00pm YTHMC
 - f. 7 September 2026

Meeting closed 8:45pm