

## MINUTES OF THE MILNER INSTITUTE COMMITTEE

Wednesday 27<sup>th</sup> November 2019 -7:30pm

Apologies: Hazel Harkins, Jane Pocock, Joan Hughes, Julie Priestner, Graham Lancaster & Tom Rossmuller

Present: P T Floyd, L Hankey, David Felix, Colin Gandar, Di Ross & Sylvia Leitch

1. Welcome/Apologies – Pam Taylor Floyd welcomed all to meeting.
2. Minutes from Meeting dated 17<sup>th</sup> July 2019. Minutes passed.
3. Matters arising not on agenda – Fire Blanket now fitted to wall. Chairs are an ongoing matter. Debbie Ogden still not paid bill from Dec 2018. New Broadband box has been installed, pre school to continue paying any other users to be charged for using.
4. Minutes to be sent for submission to website. Date at top of minutes need changing prior to submission
5. Treasurers' Report: None Received.
6. Hall Mangers report – Toilet rolls stuffed into toilets in Tuesday karate sessions. Colin has spoke to Wayne and been okay since. Stage curtain pulley wires are beyond repair, Colin will try and fix if scaffolding available. Fire proof safe has been purchased for Milner documents. Keys are held by two committee members. John Dawson to do outside lights etc. Colin to do gutters over Christmas holidays. Colin to paint entrance hall and toilets and if time permits Kitchen. Colin to liase with electrician re lighting in main room should be under warranty (2017 for 5 years) Colin to price cooker.
7. Films – Peter Rabbit made slight loss and Mary Queen of scots broke even. 6<sup>th</sup> Dec Yesterday to be shown. Next 6 films have been booked
8. A.O.B - Sylvia suggested new noticeboards for entrance hall. Colin to look at prices for outside board. David joined meeting at 8:25. Insurance Company Ecclesiastical need to know date of last electrical inspection. Colin to ask John to do Pat test. Colin tests Fire Alarm each week and notes the dates. Fire Alarm system may need updating has it been serviced and when? Need Key register updating. Health and Safety policy update (Jane to look into this) Fire Risk assessment and muster stations.
9. 50/50 – draws made for August, September, October and November.

August

1<sup>st</sup> – 139 Sylvia Leitch

2<sup>nd</sup> – Jim Lloyd

3<sup>rd</sup> – 35 Kirsty Sharpe

4<sup>th</sup> – 89 D Dewhurst

September

150 Josie Ingham

14 A Firth

166 Doreen Morris

105 M & L Dunn

October

1<sup>st</sup> – 198 Diane Barker

2<sup>nd</sup> – 63 Michelle Gaskell

3<sup>rd</sup> – 125 Sandra Boughey

4<sup>th</sup> – 42 Zena Simpson

November

46 Janet Gould

2 Lynn Plumbley

110 S Saberi

233 Debbie Beswick

10. Date of Next Meeting – Wednesday 22<sup>nd</sup> January 2020 at 7:30pm at Milner Institute. Meetings will then be held every 3 months, therefore April, July, October, January etc.