

Bamburgh Pavilion Association Committee Meeting

Monday 20th September 2021 in the Pavilion, following the AGM

1. Election of Chairman

Bill Brook agreed to continue as chairman for another year, as proposed by Linda Kirby, seconded by Joan Miller.

2. Apologies for Absence

Dave Carney.

3. Declaration, acceptance and willingness to act as a Trustee

All agreed and the form was circulated and signed.

4. Minutes of meeting held on Friday 14th May 2021 via zoom

Agreed and signed.

5. Matters Arising

There were no matters arising from this meeting; nor were there any matters arising from the interim committee meeting held on 24th August.

6. Treasurer's Report

This had been discussed at the AGM. It has been an unusual year and for the next 6 months our income will be less than our expenditure. However, as Barbara J pointed out, that is what the Covid grants have been for. We have no problems or issues with paying for anything and the weddings are booking up. There was a discussion re timings of weddings with deposits but Susan and Linda have it in hand. Jamie asked if we'd ringfenced anything for the refurbishment. We haven't yet, but there is also money in the 100 Club.

7. Booking Secretary's Report, including discussion on our policy relating to commercial hiring

There was much to discuss:

(A) The NTC production of Alice in Wonderland in December. NTC will take the door money and will hope to make £400. (They received £400 from The Importance of Being Earnest: £380 from the door and £20 from the bar.) We don't believe they will make this much in December, especially if children are only charged £5 which seems a reasonable price for them. We can seat 50/60 people. Is this a community service or a break even performance? Barbara J is in touch with members of NTC and will contact them with a view to saying that it's at their risk. We believe they could do much more to advertise their plays and Jamie felt that they should do online bookings.

(B) Commercial use of the Pavilion is a very grey area with regard to the constitution and takes up a lot of time for Bill, Linda and Susan. Our constitution allows *us* to make money but this is renting out the Pavilion for other people, eg art fairs, to make money. Above all the Pavilion should benefit those people living in the Parish of Bamburgh. Linda asked for a projection of our income next year - so far almost £7k from weddings and £2.5k from user groups so we can afford not to have commercial groups in. After much discussion it was agreed unanimously that from next year we won't allow commercial users.

The cricket club was thanked most sincerely for allowing a wide number of groups to raise funds for their chosen charities by having teas on Sunday afternoons when cricket matches are played.

(C) The Castle Estates have the free use of the Pavilion on 14 days a year. Bill is to clarify the situation with James Bolton as the Castle has been letting organisations (eg Canine Partners) have 'free days' and this was definitely not our understanding of the agreement.

(D) We talked about the charges for hiring next year and it was decided to make no changes. We thought we would put up the charges for weddings/hiring in 2023 as by then the refurbishment will be complete. As a side issue Christine reported that toilet rolls and hand wash dispensers 'walk' so sadly after the refurbishment all soaps etc will have to be clamped to the walls.

8. Maintenance Programme, including a report on the septic tank

Tony reported that his monthly checks of doors, lights etc have revealed nothing untoward. The felt on the roof is due to be checked this year and Tony offered to do this but we decided a builder should be asked. When we get quotes for the refurbishment we can get an additional quote for the roof.

The septic tank is working well.

9. Renewal of the Vulnerable Adult and Child Protection Policy

It has been looked at and all is well with it. Linda and Joan are the contacts.

10. Refurbishment Project Update

This was discussed at length. We looked at the plans with a view to cupboard space, position of the door and wash hand basins in the ladies and storage. Joan, Barbara B, Barbara J and Linda have formed a 'cupboard committee' to check all the cupboards, lockers and the store room. There was a conversation regarding the security of the cupboards, privacy and whether it was sensible to store food or liquids. Bill felt that at some point we had to decide exactly what we wanted and to confirm the plans - we could go on discussing them forever but we want to tell the architect of our final decision soon. Bill has had a further meeting with Castle Estates and they are very happy with what we propose. There is a council 'do I need permission' form which will cost £40 and we can use this to check on our ideas for cladding.

11. Any Other Business

- (A) We would like broadband in the Pavilion. We think the cost will be around £100/year for a telephone line and Jamie offered to look into this.
- (B) The timing of our meetings was discussed and we agreed that Monday mornings at 10 would be most suitable for everyone.
- (C) There was a suggestion for a sign to be made for the front door saying 'PRIVATE FUNCTION'. This could be used whenever there was a meeting in the Pavilion to stop people coming in to use the toilets. Bill and Barbara agreed to look into this.

Following the meeting, and upon checking the Pavilion diary, the next meeting will be held on Monday 15th November at 10am.