

## **Bamburgh Pavilion Association Committee Meeting**

Friday 7th July 2023 in the Pavilion, following the AGM

### **1. Election of Chairman**

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

### **2. Apologies for Absence**

Dave Carney, Susan Gibson.

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

All those present agreed and the form was circulated and signed (Dave and Susan to sign at a later date).

### **4. Minutes of meeting held on Friday 14th April 2023**

Agreed and signed.

### **5. Matters Arising**

Jamie queried the legal documents that should be on the website and he believed that 2 were missing, namely the alcohol/premises licence and the GDPR policy. He will scan these from the noticeboard and put them on the website.

### **6. Treasurer's Report**

Linda reported that the current balance is £7,738 after paying the final project bill of £124K. We then discussed the 100 Club money, where there is a healthy balance. Linda has just banked £500 from the tennis court deposits and there was £700 from the French Evening and £700 from the bar/refreshments during the big cricket match. We could possibly fundraise further with an Italian or Spanish evening (as we now have the large screen TV where we could show photos of Italian or Spanish scenes) and we will discuss further fundraising at a later date. We are delighted that we stayed within our project budget but we still have a few more painting jobs to do.

### **7. Booking Secretary's Report**

As circulated with the AGM minutes - we have one more Castle wedding booked on the green.

### **8. Maintenance Report**

We expect a bill from the painter of around £2k; this is for ongoing painting and treatment of rotten wood.

\*The 5 year electrical certification has been done and we now have 2 up-to-date circuit boards.

\*The roof has been examined and everything is fine.

\* - information passed on to our insurance company.

Septic tank - the holding tanks are running well but we need to do further checks later in the year.

The new stair rails have rust on the bolt heads which shouldn't be happening. Lee Wire is coming to look at them next week.

We are very grateful to Tony Baldwin for continuing to do the routine maintenance checks.

### **9. Refurbishment Project Report**

The 2 mirrors in the ladies' changing room are due to be replaced by a larger, better mirror very soon. The toilet roll holders in the accessible toilet are fine but the others all need replacing. The shower was leaking but we await a report from the cricketers to see if it is ok now.

Gillian agreed to purchase a sign to indicate where the ladies' loos are - proposed to put it above the kitchen door.

10. Insurance

£1500 due to be paid very soon.

11. Vulnerable Adult and Child Protection Policy renewal

It has been reprinted with this year's date and Barbara Jackson has checked it. Jamie will put it on the website.

12. Future Events

Frankenstein: Friday 25th August in the Pavilion. There are 3 cast members. We need to sell 25 tickets (@ £10 each). We talked about publicity as we feel that the NTC doesn't do very much. We will send info out on the Googlegroup and via Facebook, and put posters up in the village next week. Ticket source has been set up on the Pavilion website and we hope that some people will book through it. Barbara J and Jamie discussed the NTC poster which gives very little room to put information on - Jamie will try to rejig it with more space - agreed that Bill's mobile number will go on as the contact. Andy and Gill will run the bar with the help of Barbara B and Joan.

There is a cricket match on August Bank Holiday Sunday (27th August) and the Pavilion and cricket club will run a bar/serve teas and split the profits. Help will be needed.

(Help is also needed from 1pm on Thursday 20th July to raise funds for the croquet club by providing refreshments during a cricket match. This will be followed by fish and chips on the green @ £10/head.)

13. Any Other Business

We have had the offer from Tony Cawthorn of a second hand fridge. After a brief discussion we decided not to accept it; it would need to be PAT tested and examined and it would also take up room in the storeroom.

We discussed the vacancy on the committee and all members were encouraged to see if they could find someone to fill it.

Barbara B agreed to compile a list of things to look out for when completing the rota checks.

We talked about the defibrillator. Alan McFarlane is raising money to maintain them in Bamburgh, Beadnell and Seahouses. We thought that the Parish Council would be asked to make a donation but Alan had another idea - the Parish Council and the Pavilion committee would adopt the defibrillator outside the Pavilion, as The Victoria Hotel has done to the one on its outside wall. We decided to adopt our own and we will replace items, eg batteries, when necessary. We hope that if the invoice for anything goes to the Parish Council they will be able to reclaim VAT.

There then followed a discussion regarding the potholes in the tarmac in front of the castle, and the reseeded around the back of the play park but as it was agreed that these weren't Pavilion matters the meeting then closed with thanks to all for coming.

Date of next meeting; to be decided but hopefully mid September.