



The Hub, Brick Kiln Lane, Huntingfield, Halesworth, IP19 0QH

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Minutes of the Meeting of The Hub Trustees held on Tuesday 15th February 2022 at 9:30am in the Hub

Trustees attending: Steve Moorhouse (Chair), Sara Back, Mike Baker, Carolyn Blundell, Ken Burnett, David Burrows, Allan Pike, Jim Wardale.

Also attending: Julie Collett (admin manager), Alex Dipple (caretaker), Joan Baker (volunteer).

1. Apologies for absence. None
2. Introductions. The chair introduced Alex as caretaker and Joan Baker as a volunteer to assist with events. Much discussion followed, and trustees agreed that that they should have been consulted before a volunteer was invited to attend the meeting. The chair agreed that things had not been done correctly, but also stated that the volunteer would be a great asset with a wealth of knowledge. No final decision was made as to how to go forward with his matter.
3. Minutes of last meeting, 18th January 2022. Minutes agreed and signed as correct.
4. Matters Arising
CIO Amendments: JC talked through the amendments on this document that had been previously circulated.
5. Financial Update. The Hub has a balance of £22978.96. An application has been submitted for a grant from the government due to the Omicron variant of Covid.
6. Caretaker Report. AD confirmed that she was taking over the cleaning of the Hub. This will reduce the cost as it would cut out the middle man. Trustees requested JC to express thanks to Jana and her company for looking after the Hub in the past.
7. Website. JC confirmed that lots of information has been forwarded to Kelly who is setting up the website. The Trustees agreed that JC would be the editor. Also agreed that a disclaimer would need to be added to the Hare and to the website, to remove any responsibility for content from the editors.
8. Safeguarding & DBS JW recently spoke with Annette Dunning from the Rural Coffee Caravan regarding to this policy. Annette agreed that a simple policy was adequate, and the template received from Suffolk Acre would be suitable. JW confirmed our current insurance policy was suitable for safeguarding policy. Trustees also discussed the DBS check and agreed that all Trustees would obtain a DBS and forward onto to JC, who will send out the link.



9. Events & Reports

Ceilidh. 19th March. Tickets £12 or £6 for children. To include light buffet. Drinks from the Arms or bring your own. Trustees to push tickets.

Brunch. Carolyne to lead with help of Jim and 3 ladies from Ubbeston. SM to order produce. Lots of posters gone out, so cater for more than usual.

Queens Jubilee. Following the agreement at the last meeting, a sub group has been formed including the 3 parish councils, pub and various groups within the village. The first meeting takes place on 16th February.

Christmas Meal. Booked for 9th April. Few people have pulled out, spaces left which would be good to fill. Contact JC for details.

10. AOB. JW stated that some new trees have been planted on the Millennium Green. However, these will need watering well, and the MG have no facilities. JW asked if the Trustees would be willing to supply the water for these trees. Trustees agreed that the Hub does need to purchase a good hose for it's own requirements. The Millennium Green can then purchase an additional hose to join on for its own use. KB has requested that the terms of service included in the CIO be revisited following the recent amendments done. Trustees agreed to look into this in the near future. JW has sorted the AV equipment and will check it on a regular basis. The AV equipment cabinet is also now locked.

11. Date of next meeting. 22nd March 2022 9.30am.

12. Closed 11-05am.

Minutes agreed as correct.

Chairman_____Date_____