



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

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Minutes of the Meeting of The Hub Trustees held on Wednesday 25th May 2022 at 9:00am in the Hub

Attendees: Steve M, (Chair), Carolyne, Ken, Jim, Alex, Allan, Sara & Julie

1. Apologies for absence. Mike Baker & David Burrows
2. Minutes of last meeting 26th April 2022. Agreed.
3. Matters Arising

DBS Three not completed. Sara had problems on the site. After heated discussions, Sara left the meeting. SM stated he had spoken at length with Charity Commission and we should have all trustees DBS checked. However other Trustees disagreed and thought that 6 out of 9 trustees with the DBS check was adequate, and they also agreed to be flexible on these checks, liking them to be done but no time frame. SM disagreed and felt they should be completed. SM also stated that after speaking with the charity commission he was not prepared to take the risk of trustees not being db's checked, and having a proper safeguarding policy in place for The Hub and that it remains on the agenda for discussion at the next meeting. The majority of trustees were prepared to accept the risk as stated by SM after his conversation with the Charity Commission.

Leaflet/Business cards. JC gave a copy of the new leaflet to all and a few business cards out to each trustee. These need to be given out whenever there is a chance.

Sign on Door. Still waiting for quote.

4. Financial Update. Balance stands at £18887.28. Lot of money spent in last month. However does include the donation to the Millennium Green and some additional purchases including materials for car park repair, hose, new toilet roll holders. However, bookings are down over the summer so all need to push the Hub wherever possible. JC will resume the column in the Community News.
5. Meeting with Tami from Co-op. The Co-op kindly gave us £100 in vouchers for the Jubilee, this meeting has followed on to find other ways the Co-op can assist. The Co-op are willing to provide tea and coffee for "Members" social afternoons. The first one will be in conjunction with the Rural Coffee Caravan on Wednesday 13th July at 2pm. Other ideas that they will assist funding is guest speakers, where everyone will be charged just £1 to enter.



6. Tablecloths. The large linen round tablecloths were very creased and needed ironing when last hired out. We charge £10 for tables and cloths and this covers cleaning costs of £7-40 per tablecloth. However we can hire these in at £6-50 per cloth from CMA Palgrave, this will then take away the creased cloths. Trustees agreed. Will retain the other cloths for internal use.
7. Caretaker Report Incl Car Park issues. The car park work has been completed. However, the grids were very brittle and the base was not sand, which would have been part of the problem in the grids becoming raised. AD has replaced the toilet roll holders in the toilets and done the remedial work.
8. Parking signs. JC to get a quote to get "Additional Parking" signs made up pointing people in the direction of the Millennium Green.
9. Events & Reports
 - Queens Jubilee Update. All in hand. All details on front page of Hare that will be distributed before the weekend.
 - Brunch JW will lead with Mike & Tom for the Brunch On 28th May. Carlyne and Alex to help with next brunch. Advert to go in Hare for more guest chefs.
 - Social Evening. Lynne & John Ward booked for 30th September cost of £250. Agreed ticket cost would be £6. Need to sell 42 tickets to cover cost. Will advertise as either "By Popular Demand" or "The Return of".
10. AOB None
11. Date of next meeting. 12th July 9.30am.
12. Closed 9.55am.

Minutes agreed.

Chairman _____ Date _____