



Brick Kiln Lane, Huntingfield, Halesworth, IP19 0QH

Telephone: [07944 056923](tel:07944056923)

Email: enquiries@hub4all.org

Minutes of Meeting – 29th January 2025

Chair: Jeremy

Attendees: Julie, Jim, Lauren

Guests: David Blackmore

Apologies: Allan

1. Approval of Previous Minutes

The minutes of the last meeting were approved.

2. Fundraising Update

Hub Fest: (Update from David)

- Parking arrangements confirmed with the Hall to accommodate additional guests.
- Food options include:
 - Malaysian food van
 - Pizza van
 - BBQ run by the Hub
- Bar to be managed by Steve, including real ale.
- Sound system and lights confirmed.
- Power supply is still being sourced.
- Toilets are planned.
- Insurance and Public Liability: Borrowing resources from the Country Fayre, list to be generated.
- Performers confirmed:
 - 5 bands
 - Ukulele group
 - Morris troop
 - Possible addition of Lowestoft Shanty group
- Event timing: 2 PM – 10 PM

Book & Tabletop Sale:

- Rescheduled to 6th April.
- Tables available at £5 each, contact Julie via phone or email.



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- LM to design a double-sided flyer (Musical Bingo & Tabletop Sale) – 250 copies to be distributed beginning of March.
- Posters – Number to be determined.
- Tea, coffee, and bacon rolls available from 10 AM – 2 PM.
- Flyers distribution planned for the first week of March.

Bingo – Raffle Prizes:

- Cider – Julie
- Flowers & Chocolates – Jeremy
- Bottle – Jim
- Pub voucher – Lauren
- Allan – To confirm contribution

Brunch Events:

- **22nd February:** Led by Jim and Jeremy.
- **22nd March:** Led by Jim, Julie, and Jeremy.

3. Internal Decoration

- Julie has scheduled decoration for 18th February. Jim to book on system
- Hayley to be informed that the space will not be in use.
- Budget: £500 plus paint.

4. Financial Overview

Current account balances:

- Working bank accounts: **£5,935.04**
- Reserve: **£12,356.44**
- Heveningham & Ubbeston Education: **£3,227.92**
- Theatre: **£2,688.09**
- Seniors Club: **£1,191.87**
- Redecoration Fund: **£5,003.34**
- Jubilee: **£66.13**
- Interest Earned: **£179.09**
- RHI: **£995.92**



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Energy & Refunds:

- Electricity provider switching to Octopus – will receive £100 credit, payments to be made monthly.
- **SSE refund due.**

5. New Booking System

- Decision made to adopt **Hall Online**.
- Review meeting with Trustees scheduled for **11th February at 7 PM**.

6. Any Other Business (AOB)

- **Insurance Renewal:** Due in March, Julie is researching alternative providers.
- **Planning Development:** No response letter to be sent from the Hub, deemed that there will be no direct impact on the Hub.
- **Flyers:** Lauren to create and send to all.
- **Rural & Wellbeing Officer:** Will attend the February Brunch to speak to the group.
- **Sam Kenwood – Calendar Fundraiser:** Proposal for a photo competition to support fundraising efforts. Julie to speak to Helen and check no conflict with her plans.
- **Polling Booking:** Form returned for County Councillors Polling on 1st May. Fee: £250. Jim to inform Niki and Eileen.
- **Heat Pump Service:**
 - Invoice expected to be around **£250**.
 - Additional maintenance quotes expected.
 - External sensor not installed, quote to be provided.
- **Reimbursement:** Charlie owed **£63** for accidental payment taken from holding card for supersass, payment to be processed by Julie

Meeting Adjourned 6.30pm

Next meeting date: 11th February 7pm.

Minutes agreed as correct.

Chairman _____ Date _____