

Gringley on the Hill Community Centre Management Committee

Meeting 09 December 2015

1. **Present**

Trustees

Ann-Marie Morley (Chairman)
Simon Parker (Treasurer)
Roy Kilner (Secretary)
Wendy Wright
John Taylor
David Foreman
Paul Hargrave
Ian Soulsby
Simon McGuinness

Holding Trustees

None Present

Apologies Received: Peter Young, Annie Hargrave, Stewart Horne, Rosemary Wallwin

2.

3. **Previous Minutes**

Minutes from the previous meeting held on the 18th November 2015 were approved.

4. **Matters Arising**

- In e-mails to the chairman, Ann-Marie, Mick Bullen has expressed his concern that the management committee have not implemented the agreement he suggested at the AGM, namely that all correspondence to and from the charities solicitor be circulated to all members of the charity (his interpretation is that this is the whole community of Gringley on the Hill are members of the charity) Ann-Marie's reply pointed out that only members of the management committee are in fact members of the charity, members of the public can attend the AGM to question the committee and discuss future plans. It was also pointed out that the committee would be holding several "open Meetings" throughout the year so that members of the community can attend and put forward ideas for future use of the CC.
- Wendy reported that the Parish Council wondered what we (the management committee) had to hide as we did not allow the public to attend the committee meetings. The committee asked that she report back to the parish council the following: The parish council is a public body and therefore must hold open meetings, however the CC is a charitable organization and is therefore not bound by the same rules. According to the requirements set out by the charity commission only the AGM is a publicly attended meeting, however as stated above the committee will be holding several "open meetings" during the course of the year. Wendy agreed to report back to the parish council the committee's response.

Signed.....

Date.....

- Mr Chris Elliott has expressed an interest in joining the management committee from February 2016. This was discussed and it was agreed that at the present time the committee did not require further members. A letter is to be sent to Chris thanking him for his interest and advising him of our decision, he is to be invited to apply for election to the committee at the next AGM in October 2016. Action: Roy Kilner
- The recent badminton open evening had a good attendance and level of interest; however it seemed that no one was willing to take on the job of organizing anything on a regular basis. Mr Paul Jackson showed interest in playing along with several younger members of the community, it is hoped that more senior members of the village may take up the pass time during the day.
- The cutting of the grassed areas was again raised, it was suggested that as this used to be performed by the parish council, via their agents, the practice should be resurrected. Members of the MC expressed concern that the parish council were the only users of the CC who did not pay for their meeting room use and that we should start to charge them for the use of the rooms, this would then offset the cost of employing a grass cutting company. It was agreed that the secretary would write to the clerk of the parish council to express our feelings. Action: Roy Kilner
- Signage: As the district council are not likely to pay for signage from the outskirts of the village to the CC it would seem the CCMC will have to pay for any signage required, it was suggested that members of the public be approached to ask their feelings re a sign being erected on the wall of their property directing visitors to the CC.

Simon Parker has purchased signage for the front fence advising parking for the CC is at the rear of the property.
- Mr John Taylor advised that the N3 broadband was now operational in the village, beamed from the church, however the booster station on the CC was not yet in place, John will continue discussion with N3

5. **Correspondence**

Ann-Marie has received the first draft of the new constitution from the acting solicitor, this will be studied prior to circulation and discussion.

6. **Finances**

At the date of the meeting the funds stood at £12,365.89. There is a further £1,000 due from the Hospital training week. Booking are good.

The old Village Hall bank accounts held by the management committee have now been closed since all monies from these accounts have now been transferred to the community centre account
No funds forthcoming from holding trustees.

A reserve funds policy needs to be written into any constitution, simon will get advise on the matter and the committee will have to decide what level of reserve funds are required. Action Simon Parker

Signed.....

Date.....

7. Risk Assessments

- Risk assessments are in place and seem to be robust.
- A chair trolley has been ordered £72.90 and should be here by 15th Jan 2016.
- The outside light under the front canopy is left on regularly and Paul comes over to turn it off, this should be turned off by users of the hall when they leave, group representatives should remind the user group leaders of this. Also the bottom bolt on the front door is not always engaged; again please ask users to ensure this happens. Action: All
- A copy of the CCTV specification is to be sent to a third supplier for reference, so that they can quote like for like. Action: David Foreman

8. Purchases

Chair trolley as above: car park signage as above.

9. Alternative funding streams

No further action.

10. Marketing and Publicity

- The web site is almost complete, Simon to confirm rental prices.
- A calendar will be built for future bookings, along with a bookings e-mail address.

Action: Simon McGuinness

- The CC face book page is up and running.
- Regular users will be asked to send info to Simon McGuinness so that he can provide a link from the CC web site to their own web sites. Action: Simon Parker

11. Village Ventures Now called "Live and Local".

The next event will be "We are Bronte" Comic theatre inspired by the real and imaginary worlds of the Bronte siblings; the show is on the 29th January 2016. The show is only 1hour 10 minutes long and will have no intermission, it was suggested that we could arrange some form of food before had, pipe and peas was suggested. Paul will ask the artistes if they be prepared to start a little late to accommodate this. Action: Paul Hargreaves.

Signed.....

Date.....

12. A.O.B.

- It was suggested that we could provide advertising signage for and put on the dual carriageway ourselves to advertise forthcoming events.
- The cost of putting car parking lines in the car park was discussed, Simon Parker has a budget costing of £395.00 could we hire a unit and do it ourselves?
- Wendy stated that the parish council would provide a litterbin for outside the CC, the village handy man would empty this. Wendy will forward our thanks to the Parish Council.
- Simon McGuinness reported that the clean up after the Christmas fair proved very difficult as the dust mops were not very user friendly. He suggested that some kind of floor protection may be required, Paul would ask Annie what her school uses. Ann-Marie will attempt to get information on the wooden floor maintenance.

Next meeting: 13th January 2016 at 7.30pm

Meeting Closed 9.45PM

Approved

Signed.....

Date.....

approved

Signed.....

Date.....