

Gringley on the Hill Community Centre Management Committee

Meeting 10 August 2016

Present

DRAFT

Ann-Marie Morley (Chairman) AMM
Simon Parker (Treasurer) SP
John Taylor JT
Ian Soulsby IS
Wendy Wright WW
Roy Kilner RK
Peter Young PY

Apologies Received: Simon McGuinness SMcG, David Foreman DF, Paul Hargrave PH, Annie Hargrave AH,

Previous Minutes:

Draft minutes from the previous meeting held on 13 July 2016 were approved after an amendment to the second paragraph of Finance, this should read “The reserves policy is to keep a minimum of £50,000 on deposit”

Matters Arising:

It was agreed that SP would contact the youth club leader, Mr Prentice to discuss progress and offer any assistance that may be required.

Defibrillator; No further news.

Response from solicitor; no further news, AMM to contact them again.

CCTV; Paul Newsom has been given the contract to install and maintain the equipment.

Correspondence:

A letter from the TV Licencing authority was read out informing us we had no licence and as such could be in breach of the law should mobile devices be used on the premises to watch live tv. RK to contact them and inform we do not require a licence as no devices are used on the premises to watch live tv.

Finance:

Final accounts are to be compiled by the end of the month prior to auditing and will be ready for publication at the next open meeting in October.

A-M Morley

10/08/2016

Risk Assessment:

Two minor incidents were recorded during June, both involved small children falling during the playgroup session; no further action taken.

No incidents recorded during July.

The fire extinguishers are due for inspection during August IS to arrange.

Purchases:

A new clock has been purchased for the main hall, £64.94

A new kitchen light switch has been purchased £5.44

Alternative funding streams:

No further action this month.

Marketing & Publicity:

No further action this month.

Live and Local:

Flyers for the first show of the season have been distributed to the committee,

The last Station Keeper will be performed on the 14th October

Maintenance:

The doors opening into the main hall have “dropped” slightly and require attention, a joiner will be contacted.

A.O.B.:

The fire doors from the hall to the car park are being opened and used as a thoroughfare by several of the user groups SP to contact them and explain the need to keep the doors closed at all times.

SP noted that the former holding trustees still have keys to the building.

Next Meeting: 14 September at 7.30pm

Meeting closed 8.15pm

DRAFT