

## Tarvin Community Centre Committee of Management

Minutes of meeting held at Tarvin Community Centre on Monday 5 December 2016

Present: Alan Wilkinson (Chairman), Jane Lush (Secretary), Lyn Brunton, Brian Hardacre, Heather Love, Mike Love, Janet Shuttlewood, Sue Hardacre (representing Tarvin Parish Council), Gill Williams (representing Tarvin WI), Ted Lush (Treasurer) (part of meeting), Roy Brereton (part of meeting)

1. **Apologies** – Peter Brunton, Richard Marks, Vic Shuttlewood, Sharon Nolan, Tarvin Civic Trust

### 2. **Minutes of previous meeting**

The minutes of the meeting held on 8 November 2016 were approved as a correct record

### 3. **Matters arising**

- **the Chairman** was looking into the cost of a new projector for the Edna Rose Room and would report back to a future meeting
- a meeting had been arranged between representatives of the Committee and the Fete organising committee, to discuss the Committee's involvement in the 2017 Fete
- Qwest had advised that they were about to advertise for members of a new mobile team(s) who would provide caretaking/cleaning services for the Community Centre and other CWaC buildings

### 4. **Chairman's report**

- lettings for December were estimated at £2,220 (including £314 from CWaC); this compared to £1,992 (£239 from CWaC) in December 2015
- the manual override switch for the heating system had failed and a repair was awaited
- the keys to the new doors between the Hall and the Lounge had been removed, as some Lounge users had found themselves locked out
- Richard Marks had resigned from the Committee due to work commitments. The **Secretary** would write to thank him for his service

### 5. **Financial report**

The **Secretary** presented the financial statement for November. Actual lettings income totalled £19,821 with a further £1,341 invoiced but not yet received. The final invoice had been paid to Novus and the final grant instalment received from WREN; the only outstanding payment was the final amount of fees to the QS (£2,445), plus the retention as previously reported. The film night had made £336 and the Andre Rieu Christmas concert film £218. Total funds available were £46,310. The **Treasurer** would be asked to consider adding to the amount in the deposit account (currently £28,427)

### 6. **Improvement plans**

#### 6.1 – **Lounge/bar progress**

This was now complete (see above)

#### 6.2 – **Proposed store - update**

Updated plans had been received from the architect. The supplementary lease from CWaC now in preparation would include permission for a demountable store to be used for storage, on a site to be defined (plan showing this area was awaited from CWaC's lawyer). **BH** had been approached by the Football Club about storage of inflatable goal-posts on the Community Centre site. It was agreed that a separate storage unit would not be acceptable but that consideration should be given to incorporating space for the Football Club in the proposed storage building. It was **agreed BH** would discuss the Football Club's needs with them in more detail, and the **Chairman** would do likewise with AHTC, with a view to firming up the size and configuration of the proposed storage building

## 7. Marketing and publicity

**SH** presented a report. The A-frame had been damaged and **BE** was trying to repair it. **LB** had received an offer of a replacement via Facebook and it was **agreed** this should be accepted. **SH, JS and the Secretary** had discussed the choice of shows for the CRTA Spring 2017 season and the chosen selections had been submitted; it was hoped to have both an adult/family show and a children's show. CRTA was also looking for venues for a festival of children's theatre in Autumn 2017 and interest had been expressed in being involved. It was probable that the Spring 2017 season would be the last one to be funded on the current basis and that from Autumn 2017 shows would be offered on a guarantee against loss basis i.e. without the current significant up-front subsidy. The pantomime "Sleeping Beauty" on 3 December had been very well attended but had required significant work to set up the temporary staging and seats and to take them down afterwards

## 8. Forthcoming and future events

- **Films - "Trolls", 16 December** (children's film only)
  - 27 January (tbc)
  - 17 February (tbc)
- **Village Quiz, Friday 13/Friday 20 January** (help required from **all Committee members**)
  
- future events included the Cheshire Constabulary Brass Band and Corps of Drums on 21 April 2017 (profits to be shared with Tarporley War Memorial Hospital; no fee but a donation to the Band). **SH agreed** to contact the Hospital in the new year to begin promotion of this event
- suggestions for possible future events included a games evening with a fish and chip supper (most suitable for Autumn 2017) or a wine tasting
- AHTC's next show would be "Great Expectations", 14-18 March 2017
  
- a schedule of forthcoming events was circulated and members volunteered to cover these as necessary

## 9. Any other business

**LB** reported that the printer had failed and after a lot of difficulty was to be returned to the supplier and the cost refunded. The unused cartridges would also be returned for refund. It was **agreed** not to buy a replacement but to revert to individual Committee members claiming expenses for printing

## 10. Date of next meeting

It was agreed not to meet in January. The next meeting would therefore be on Tuesday 7 February 2017