

Tarvin Community Centre Committee of Management

Minutes of meeting held at Tarvin Community Centre at 7.30 pm on Tuesday 5 February 2019

Present: Alan Wilkinson (Chair), Jane Lush (Secretary), Ted Lush (Treasurer), Jane Armstrong, Liz Brereton, Lyn Brunton, Peter Brunton, Bryan Evans, Sue Hardacre, Janet Shuttlewood, Vic Shuttlewood, Merryn Shaw (representing Ashton Hayes and Tarvin Flower Club), Sharon Nolan (representing Tarvin Gardening Society), Gill Williams (representing Tarvin WI), June Pughe (representing Tarvin Civic Trust)

Jane Armstrong was welcomed to the Committee. The **Secretary** reported that Paul Woodbury had expressed an interest in joining the Committee and hoped to attend the next meeting

1. **Apologies** – Roy Brereton, Brian Hardacre, Pet Twigg

2. **Minutes of previous meeting**

The minutes of the meeting held on 8 January 2019 were approved and signed as a correct record

3. **Matters arising**

- the **Chairman** had spoken to the Bingo Club
- some work had been done in-house on the stage lights. The upgrade promised by Alun Williams was now scheduled for 16/17 February
- a discussion about the condition of the floors had been put off until a new caretaker was in post
- the new PRS/PPL licence was now in place

4. **Chairman's report**

- lettings for February were estimated at £3,333; this compared to £3,146 in February 2018. There had been an increase in bookings for meetings by CWaC
- the caretaker (Simon Shaw) had resigned. A temporary replacement (Will Thornton) was covering the vacancy and proving satisfactory. It was not known if the post had been advertised by Qwest
- Simon Shaw had raised an issue about the use of plastic confetti, glitter etc at parties. This was tricky to clean up and contributed to plastic pollution. After discussion it was **agreed** that any attempt to ban such material would be impossible to police; a wider ban on plastic would also pose a significant challenge. Committee members would monitor the issue
- it was understood that the drains had been lined, although it was too early to tell if that had solved the recurring problems. A five-yearly inspection of the electrical system had been carried out and some minor remedial works undertaken recently. The **Secretary** confirmed that she had been told by CWaC that the unused electric meters were not a problem and were not being charged for. Other building-related issues were still outstanding and the **Chairman** would circulate the list to committee members
- up to 60 additional CWaC staff were understood to be now working in the office side of the building. This was placing pressure on car parking and there had been complaints from Centre users. One user had been told by CWaC that she was not allowed to park on the office side – this was incorrect as under the lease both car parks were available to users from both sides of the building. It was agreed that the **Secretary** should write to CWaC expressing concern and asking what plans if any were in hand to alleviate the problem. The two surplus paladins had not been removed but it was possible they would be needed with the additional office usage; if so, they would need to be secured to prevent unauthorised access. The **Chairman** would speak to CWaC (Claire MacLaren) about this
- the Village Fete was due to take place on 15 June. After discussion it was **agreed** a) the Centre would be made available for use as part of the Fete at no charge; b) the Committee would run a bar offering beer, wine, sparkling wine and Pimm's (provided there was no rival sale of alcoholic drinks). **SH and JA** would liaise with the Fete organisers as necessary
- Weightwatchers (WW) had moved from the Scout Hut to the Lounge on a Thursday evening

5. Financial report

- the **Treasurer** presented the monthly financial statement. Lettings as at 31 January totalled £29,990 with a further £1,371 invoiced but not received. There were no old debts outstanding. Total expenditure to date on the building improvements stood at £26,222 net of grants received. Net events income for the year to date totalled £5,669; this included £682 from the Village Quiz. It was unlikely any money would need to be transferred from the deposit account before 31 March. Total funds available were £58,861, including £50,095 in the deposit account
- applications to the Parish Council for a grant for the 2019/20 financial year needed to be submitted by 28 February and **SH agreed** to submit a request

6. Hiring fees

- a) a schedule of proposed new rates to be effective 1 April 2019 had been circulated and was **agreed**. All rates would be increased by 2% in line with the latest increase in the consumer prices index (CPI). The **Secretary** would write to regular users telling them of the increase
- b) Ashton Hayes Theatre Club (AHTC) had indicated they were struggling to pay the hire costs associated with their productions. After discussion it was **agreed** that AHTC productions were a valuable part of the Centre's offer to local residents. The **Chairman** would invite AHTC to set out their concerns in writing so they could be discussed in more detail

7. Improvements

Three quotations had been received for the redecoration of the Hall as follows:

- Frank Swift & Sons £3,180
- Neil Brookside Decorating £1,850
- Hinton-Payne Ltd £1,480

It was agreed the **Chairman** should offer the job to Neil Brookside Decorating subject to being satisfied with the standard of work done elsewhere. Repainting was likely to take 2-3 days

8. Marketing and publicity

SH gave a verbal report. The latest CRTA brochure was now available and sales of tickets for Robin Ince on 23 March (£12 per head) had begun. He was also appearing at Kelsall and joint marketing arrangements for both performances had been agreed. Community Compass had attempted to start a series of social sessions for older people but take-up had been poor and it was unlikely to continue beyond 14 February. A sub-committee had met to discuss the future operation of the Committee after the AGM, and would meet again shortly

9. Forthcoming and future events

- **"Mary Poppins Returns"/"Stan & Ollie", Friday 15 February** – due to length of first film, the second film will start at 8.30 pm
- **Films (tba), Friday 22 March**
- **Robin Ince "Chaos of Delight", Saturday 23 March**

A schedule of events in February requiring assistance had been circulated in advance of the meeting and was **agreed**

It was **agreed** to invite Bandersnatch to perform again in the autumn (**Treasurer** to contact them)

10. Any other business

LB mentioned that the Community Centre website did not display as being secure (padlock symbol/https), which might deter some users. To be certified as secure would cost £150 per annum and it was **agreed** she should investigate this further. She would also try to get the calendar display on the website to show future months

11. Date of next meeting

Tuesday 5 March 2019 in the Edna Rose Room

Meeting closed 9.00 pm