

Tarvin Community Centre Committee of Management

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

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

Also in attendance: Ross Brunton (Flummoxed), Sheila Ankers and Mary Latham (Bingo Club), Yvette Owen (AHTC)

The **Secretary** apologised for the failure to send out papers in advance of the meeting

1. Apologies - None

2. Minutes of previous meeting

The minutes of the meeting held on 5 February 2019 were approved and signed as a correct record

3. Matters arising

- the **Chairman** had spoken to Claire MacLaren and agreed that the extra paladins should remain for the time being. It was **agreed** the **Chairman** should arrange for them to be chained and padlocked to the side of the bin store to prevent misuse

- Ross Brunton was invited to talk about website security. Depending on the browser used, the wording "not secure" appeared on screen; this did not mean the site was insecure but the wording might deter some users (it was impossible to know to what extent). A basic level of additional security which would mean the site was designated "https" and showed the padlock symbol would cost £150 + VAT = £180 per annum. After a vote it was **agreed** to ask Ross to arrange this

- Mary Latham spoke about the Bingo Club. There was a long-standing agreement that Bingo would lose no more than four Thursdays per annum to allow other events to take place in the Hall. The **Chairman** detailed the number of such occasions each year since 2013: they ranged from two to four, depending on the number of AHTC productions and whether there was an election that year. Committee members stressed that both Bingo and AHTC were valued users whose continued presence was important to the Centre. There was no intention to reduce further the number of Bingo sessions. For AHTC Yvette Owen stated that the Club wanted good relations with other users and hoped all could co-exist in harmony

4. Chairman's report

- lettings for March were estimated at £3,650; this compared to £3,135 in March 2018. Ad hoc bookings for meetings by CWaC continued to be at a high level. There was a new monthly booking by a deafness support group

- pressure on available car parking continued to be an issue, including additional on-street parking. The **Secretary** had written to CWaC about this but had received no reply

- Alun Williams had donated 80 black chair covers to the Centre and these could be made available for users if required

- replacement doors for some of the kitchen units had been ordered and would be fitted shortly

- CWaC had said they would prefer make card payments for occasional hirings. The **Treasurer** reported that Lloyds Bank had been quoted a monthly charge of £43 for a card payment facility. Ross Brunton cited his experience as a small business with using alternative card payment providers. In discussion it was felt that the demand to make card payments was likely to increase. It was **agreed** the **Treasurer** would talk to Ross about the alternatives

5. Financial report

- the **Treasurer** presented the monthly financial statement. Lettings as at 28 February totalled £31,844 with a further £2,274 invoiced but not received. All of the major improvement works

were paid for. Net events income for the year to date totalled £6,179; this included £392 from the February film night. Total funds available were £62,090, which compared with £67,603 at the start of the year.

– **SH** confirmed she had submitted a request to the Parish Council for a grant in 2019/20

6. Improvements

- six LED spotlights had been installed on the new frames at either side of the Hall, but not yet connected. An upgrade was planned for the sound system but there was no set timetable for the work
- Neil Brookside Decorating had been commissioned to redecorate the Hall and a date was awaited
- a report had been received from HH Floor Care re the restoration of the Edna Rose Room floor. The report had been circulated to all Committee members. After discussion it was **agreed** to take no action at the present time. A different contractor had been asked to look at the Hall floor but had yet to submit a report/quotation

7. Marketing and publicity

SH gave a verbal report. 150 tickets had been made available for Robin Ince on 23 March and were almost sold out. Marketing would begin soon for “One Man Shoe” on 10 May. A further CRTA show “Confessions of a Cockney Temple Dancer” had been booked for autumn 2019. It was **agreed** that **SH** should advertise for someone to take over the role of promoter for CRTA shows

8. Forthcoming and future events

- **George Heath Foundation Bingo, Friday 8 March** (Bar only by Committee)
- **Eddisbury for Europe meeting, Saturday 9 March** (No Committee involvement)
- **“How to Train Your Dragon 3”/“The Favourite”, Friday 22 March**
- **Robin Ince “Chaos of Delight”, Saturday 23 March**

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

9. Any other business

- the **Secretary** reported that Trustee details had been updated on the Charity Commission website, causing some Committee members to receive emails
- it was **agreed** the **Chairman** should buy a new Hall floor “snowplough” mop

10. Date of next meeting

Tuesday 2 April 2019 in the Edna Rose Room

Meeting closed 9.15 pm