

Tarvin Community Centre Committee of Management

Minutes of meeting held at Tarvin Community Centre at 7.30 pm on Tuesday 3rd September 2019

Present: Sue Hardacre (vice chair) Jane Lush, Jane Armstrong, Lyn Brunton, Brian Hardacre, Gill Williams (WI rep) Jane Hough,

1. Apologies - Ted Lush, Paul Woodbury, Sharon Nolan, Helen Flynn, Roy Brereton, Liz Brereton, Merryn Shaw (after meeting)

2. Minutes of previous meeting

The minutes of the meeting held on Tuesday 6th August 2019 were approved and signed as a correct record.

3. Matters arising from previous minutes

SH reported that there was no further information on the stage curtains as yet and although Table Tennis may potentially be popular there is nowhere to store tables.

4 Officers' reports

a) Chairman

The TCC Defibrillator is registered with the Northwest Ambulance Service and is usable if checked weekly and checks logged monthly, although it is not available 24/7.

SH will take on responsibility for this task.

There was continuing discussion about the replacement carpet in the foyer but no decision yet and TL is awaiting quotes that will be circulated via email.

The 40 new chairs have arrived and are primarily for use in the Edna Rose Room.

The old Blue chairs have been offered for sale with Cheshire Community Action but no enquiries yet.

The response from the Chief Operating Officer of CWAC re car park extension was disappointing and TL will monitor the situation. SH continues to take photographs in order to record and highlight the over crowding problem.

SH had a conversation with CWAC engineers on site who are considering a change in heating fuel from Oil to Gas at the Centre - this will not happen soon but it is a forward step.

b) Booking Secretary including Marketing and Publicity

SH reported difficulties with caretaking now that Will has left and SH, thanked by the committee, has re vamped the information file stored in caretaker's room. There is included a weekly timetable with highlights for particular requirements for bookings.

SH has met with Janet Hamdoon, the staff manager and stated a preference for a dedicated member of staff but no one currently wants to work a split shift. One regular member of Staff is Dawn and it is difficult to meet with them while at work as they leave the premises by 6.40am. SH is preparing new instructions for the quick dishwasher in the lounge bar area.

JL suggested the mobile screen be stored in the small meeting room as the room is proving popular.

5 Financial report

JL presented the report for August - highlighting some points presented the end of the document.

In addition - the estimated lettings for September are £3,264 with £456 from CWAC including the referendum (compares to September 2018 - £3,007 with £292 from

CWAC)

The deposit account stands at £62,375.07.

6. Community Centre Building - issues with building, systems and grounds

The desired extension to the carpark was discussed including the possibility of planning permission needed for change of use.

SH continues to take photos to highlight the need for more spaces.

The current CWAC mowing contract does not include hedge and shrub trimming

RB to contact CWAC to discuss and hopefully remedy this, please.

The broken bollard has been replaced and all painted white, free of charge by John Bloomfield.

JA will write and thank him on behalf of the committee.

As part of the planning permission granted for the erection of the shed - 3 trees are to be planted, JL will check the details for further discussion at the next meeting.

See subsequent email from JL sent to all regarding this.

SH has met with a representative from Cestrian Signs and discussed new signage at the entrance. Potential designs incorporating information and instructions, once received, will be discussed at the next meeting.

7 Marketing and Publicity

SH is to meet with Fiona Lewis

8 Forthcoming and Future Events.

Kevin Jay is confirmed for February 7th 2020.

No tickets have yet been sold for Bandersnatch.

There was a discussion on card clubs as a future idea - Bridge Whist etc.

LB reported that there was some change of organisation within Reels on Wheels and that the films for September are Angry Birds and Yesterday.

Payment Card reader

LB to trial the use of the card and reader at the September Film night and Bandersnatch and it was agreed to have the use of the card for both entrance and the bar.

Pro's and Con's as to its use will be discussed at the next meeting, including costs.

SN and JA have offered help with the bar.

9 AOB

A new Tie Back for one of the curtains in the Edna Rose Room will be purchased by SH. Also a replacement bulb is required for the foyer - now done by LB - see email.

10. Dates of next meetings

Tuesday 8 October 2019 (Lounge)

Tuesday 5 November 2019

Tuesday 3 December 2019

Tuesday 7th January 2020

Meeting closed 8.45 pm