

Tarvin Community Centre Committee of Management

Minutes of meeting held at Tarvin Community Centre at 7:30 pm on Tuesday 5th November 2019

Present: Ted Lush (Chair) Jane Lush (Treasurer), Jane Armstrong (Secretary), Brian Hardacre, Sue Hardacre, Gill Williams (WI Rep), Merryn Shaw (Flower Club), John Daines (Civic Trust), Fiona Lewis, Jane Hough, Helen Flynn.

1. Apologies - Liz Brereton, Sharon Nolan, Lyn and Pete Brunton.
2. Minutes of previous meeting
The minutes of the meeting held on Tuesday 8th October 2019 were approved and signed as a correct record.
3. Matters arising from previous minutes

The PAT testing carried out a year ago lasts 2 years so no action required yet.
JL reported that the blue chairs have been sold to a venue in Wavertree for £200 and collected. Woodland Trust to plant the species specified, by the shed and a branch is to be cut down for an agreed price of £40. John will action the pruning.

The stall at the Christmas Fair is being organised by JH, LB and FL - Rudolph's Nose.

Payment Card Reader - LB has ordered 2 renewed iPad minis - they have arrived and JL will set them up.

There is a problem in the bar area with wifi connection and this may need to be upgraded.

4

4 Officers' reports

Chairman Ted Lush

A neighbour adjacent to the sheds / bins has complained about noisy use of the Biffa Bins at unsocial hours and also noisy reversing of the Biffa truck at 5am on a Wednesday.

TL will write to Mr Gooth? and explain that it is the responsibility of CWAC as it is their contract with Biffa.

Now we have a new caretaker - Chris - he is employed until 9.30 and can put waste into bins at a later time.

Bingo complained that the heating did not come on last Thursday but seems to have worked fine since. This has been reported.

Treasurer Financial report Jane Lush

JL presented the report for October

Total funds available: £58,673.10

We have spent £444 on a new battery and adult /children's pads for the defibrillator and paid £300 deposit for foyer carpet.

Bar for the George Heath Foundation Bingo made a profit of £343 and October films £138.

Building Officer Roy Brereton

RB reported the smell in the stock room to CWAC on 8/10 - the next day it was inspected and nothing found - all satisfactory but they did not have access to the stockroom.

Grounds maintenance - work is now carried out less often. CWAC have recently done work on

the grounds and know they have more to do - to be completed by Christmas.

Carpet in the foyer is being laid on 15/11.

RB and Vic checked heating and found no problems - RB will attend on Thursday evening and liaise with Bingo.

There is a problem with the Hand Dryer and automatic light in the disabled toilet.

SH suggested Damien L? who lives in Gowy Crescent to repair.

The disabled toilet still has a bad odour - CWAC know about this problem, it may be the wash basin waste pipe.

Stain on ceiling in bar: SH was present when CWAC came to investigate and witnessed obvious leakage, RB will report this.

There was a discussion about the possible bad state of the roof , TL suggested that we could make a donation to CWAC to renew/ repair. There was a general concern that this would set a precedent and it was agreed to wait on the report initiated by RB.

Booking Secretary

Sue Hardacre

SH reported that there was a considerable time spent on discussion with those making a booking. FL suggested that this could be limited to set days/ times.

Bookings are covered by members through November.

SH has produced new instructions for the dishwasher in the kitchen.

Arts Marketing and Publicity

Fiona Lewis

FL reported on CRTA events and promotion of them in the future.

Tickets are selling well for the performances in November - with a proportion of these selling on line

Raddlesham Mumps	8th November	70
Cockney Temple Dancer	9th November	38
Pantomime	30th November	115

There was a discussion on seating arrangements for these productions and it was decided not to use the heavy staging for 9/11 show.

FL agreed to publicise the January Quiz on line and there was a plea from JA for all committee members to recruit teams.

5 Tickets for Save the Family

The committee discussed giving spare tickets to this charity and no definite decision was reached. It will be revisited if sales of tickets for future children's events need a boost in numbers.

6 AOB

RB commented on the sound quality at film events - this will be investigated and checked by Alun Williams.

There followed a walk round the building to show where stores/ equipment are stored in the centre.

7 Dates of next meetings

Tuesday 3 December 2019

Tuesday 7th January 2020

Meeting closed 9.05pm