

## Tarvin Community Centre Committee of Management

Minutes of the meeting held in the Community Centre at 19:30 4<sup>th</sup> February 2020

Present: Ted Lush (Chairman), Lyn Brunton(Social/website), Pete Brunton(films), Fiona Lewis(Arts), Sue Hardacre(Bookings), Roy Brereton(Building), Liz Brereton, Jane Hough, June Pugh(Tarvin Civic Trust), Sharon Nolan(Tarvin Gardening Society), Merryn Shaw (Flower Club) and Gill Williams(WI)

1. Apologies: Jane Armstrong(Secretary), Jane Lush(Treasurer), Helen Flynn, Brian Hardacre.

2. The minutes of the meeting held on 7<sup>th</sup> January 2020 were agreed as a correct record. Proposed by Sue and seconded by Liz.

3. Matters arising

List of caretaker duties still outstanding

New bins for the toilets purchased. Old bins offered (and taken away) by users.

New, replacement mugs for the kitchen purchased

Traffic marshalling for large CWaC and Ministry of Justice events had worked well.

4. Jo Dodsley, a local resident, was welcomed and she addressed the Committee about her ideas for engaging young people. The age range she considered crucial was 14-16. Jo told us that she is a trainee Counsellor and some of her ideas included setting up a listening circle to allow teens to offload their thoughts/concerns/reduce their isolation, forming a game zone, perhaps a music club, films suitable for teens could be looked at too. Jo's thinking was at an early stage but she thought structured activities, spread over term time, would greatly benefit the target group. She will be exploring funding and plans to tap into companies who encourage their employees to volunteer for community initiatives. As an initial phase she intends to survey the key group and their parents to try to identify potential demand and needs.

The Committee expressed support for what Jo was trying to achieve. The Community Centre was a community resource that was there to support such initiatives by providing a space, subject to availability. To help move things forward Pete would talk to Staffordshire Reels on Wheels to see what film opportunities might be available and what they did elsewhere around the country for this target group. It was noted that both the Parish Plan and Neighbourhood Plan had collected data on the needs of teens, but this information was now dated. Jane Hough, using her Tarporley HS knowledge, will talk through with Jo. Tarvinonline would be happy to help publicise surveys and Tarvin Times could be used too, although the February issue has been settled.

Agreed to revisit this issue when Jo had carried out her researches and clarified her ideas. It was noted that this could be in a few months as Jo not only has to undertake the research identified above, she also has to complete her studies. The Committee wish her success in both.

## 5. Chairman's report

It was agreed as soon as we know how to do it the CC door code would be changed and it would be changed annually. Regular users will be advised of the change in advance and will be asked to keep the new number as confidential as possible. Casual users will not be given the code.

Regarding future investment it was agreed that turning the redundant oil storage tank room into a usable store for tiered seating would be number one priority, subject to the Landlord (CWaC) agreeing. CWaC have been asked, twice, but no response yet.

Improving the stage will be next. Roy gave Sue another potential contractor and Sue will approach them. It was also agreed as part of the scheme to include improved lighting (general not stage) to make setting up easier and make the stage fit for multi-users e.g. presentations. This would include a fixed projector, screen, moveable lectern, side mirrors.

It was felt that the stage needed to be decluttered and the Chairman will arrange this having first liaised with Ashton Hayes Theatre Club.

Regarding the toilets the Buildings Officer will ask our Architects to look at the options. This will cost the Committee a fee. The space available was an obvious constraint but the Committee members thought that the toilet for people with a disability could be made smaller and that if the door to the Small Room was moved left additional space at the end of the existing corridor could be incorporated into the toilet area. The Architect will be appraised of these ideas. If this project were to go ahead, given the intensity of use, it is likely the work would have to be scheduled around Christmas/ New Year. This means that realistically the work would not happen until late 2021/early 2022.

## 6. Treasurer's report.

The success of both the Christmas Quiz and the Village Quiz was noted. Together they made about £900. The service charge for the year has been paid to CWaC but there will be a final adjustment to reflect actual payments during 2019/20. Outstanding lettings income remained low.

The Committee considered the comprehensive report on the hire fees which would apply from April 1<sup>st</sup> 2020.

The schedule prepared by the Treasurer was agreed. It incorporates a 1.3% inflationary rise. It was also agreed to scrap the 20% weekend premium applied to all events. Instead the rates for parties will increase by a further 20% and be applied whenever the party takes place. Change proposed by Sue and seconded by Jane and approved. The revised fees will be notified to users in the near future.

## 7. Buildings Officer

The gas installation is likely to be completed by 18<sup>th</sup> February and the Committee agreed that the switch over should be immediate i.e. not delayed until the oil stock run down to close to zero as possible. The reasons for this were that the current system was becoming more unreliable, doubt whether delaying until the ideal moment could be managed. The Committee will get a credit for the oil pumped out but this will be less than the amount it would ask for an original charge.

A full survey of the drains has been undertaken but Roy has not been informed of the results or the actions proposed. The problems with the flat roof problems are an on-going concern.

#### 8. Bookings officer

The Committee agreed to continue to accept birthday party bookings for 16/18/21 year old but would ask for a £250 deposit refundable if there was no damage, the Centre was vacated quietly and on-time and aggressive/drunken behaviour had not occurred. 2 Committee members would be required to lock up.

New bookings were noted. CWaC booking would continue and if required traffic management would be instigated. The Centre will be available for the Fete on the 13<sup>th</sup> June once Rugbytots have finished their session at 11:30.

#### 9. Arts Officer

“On the Border” had been a success. The VE commemoration will take place on June 5<sup>th</sup>. Singers booked, hog roast and our bar. Ticket price £12.50. As a one-off the gin (with suitable mixers) and Pimms in addition to the normal offer. Everyone would be encouraged to address in period style.

Promotion of UGG OGG and DOG (13/03) and George Egg (28/3) now underway.

9. The Committee did not discuss Margaret Dixon’s letter regarding moving the disabled parking. The Chairman will write to her.

Meeting finished at 21:35 with a visit to the Caretakers room and an inspection of the sound system.

The next meeting will be 3<sup>rd</sup> March and will include

- List of caretakers duties

- Update on changing lock code

- Operational issues, if any, following commissioning of the gas boiler