

## Tarvin Community Centre Committee of Management

Minutes of the meeting held at Tarvin Community Centre (TCC) on Tuesday 3<sup>rd</sup> May 2022

Present: Roy Brereton (Buildings), Jane Hough (Films), Jane Lush (Treasurer), Ted Lush (Chairman), Margaret Matthews (WI) and Merryn Shaw (Ashton Hayes and Tarvin Flower Club)

1. Apologies: Jane Armstrong (Secretary), Mike Carnie, Jane Grahame (Arts), Sharon Nolan (Gardening Society). The Chairman welcomed Margaret to her first meeting.
2. The minutes of the meeting held 5<sup>th</sup> April 2022 were agreed as a correct record. A signed and dated copy will be delivered to the Secretary by the Chairman.
3. Matters arising from the minutes
  - Mike Carnie is joining the Committee
  - No response from Cheshire West and Chester Council (CWaC) to the poor trimming of the laurel and damage to the sapling; no response to agreement in principle to another shed or use of some of the vacated office space (see minute 5 below);
  - 8 new chair backs and seats have been ordered but not yet received;
  - The Treasurer has written to the manager of the Kelsall Wellbeing Hub explaining what TCC does and asking whether the Centre could be used by the Hub in the future, no response yet;
  - No response yet from Ashton Hayes Theatre Club (AHTC) to changing their name to Ashton Hayes and Tarvin Theatre Club
  - The folding doors between the Wilkinson Lounge and Hall have been serviced but the Building Officer would not recommend using that company again. **He recommended that a service be carried out every 2 years and this was agreed.**
  - The water heater in the kitchen, the glass washer in the Wilkinson Lounge and the dishwasher in the kitchen have all been serviced. However, the pump on the dishwasher was identified as faulty and did fail on Friday 29<sup>th</sup> April. **The meeting agreed the Buildings Officer should order a new one, approximate cost £300.**
  - The broken blind in the Hall has been removed for repair.
4. The Chairman reported that he had ordered a new sound system which would be located on the right- hand side of the stage. It would more accessible, simpler to use and more modern. The shelf on which it would sit had been commissioned. The lighting unit will be removed from the Hall and re-installed on the left-hand side of the stage. The rest of the contents of the unit in the Hall will be sold. All this is being handled by Ian David the “sound man” of AHTC.
5. The request from AHTC for more storage was discussed. The Treasurer reported that she had tidied up and labelled contents in the store behind Edna Rose; this had freed up a little space. The tidying had identified some yoga mats which were stored but currently the Centre does not host this activity. **The Chairman will ask Anne Lyons who used to run a class if the mats were hers.** If they are not they will be removed to the shed before

disposal. **He will also ask Toddlers Group if some odd stuff that she found was theirs. The Treasurer would ask Starting Well, who also no longer use the Centre, if they want material left, including some which was confidential.** The Treasurer had also cleared one of the large bins under the stage that had card tables in them. The tables have gone onto the high-level walkway adjacent to the stage, right hand side.

The meeting **agreed that the Chairman would tell AHTC** that the Committee was not minded to pursue building another shed approximately half the size of the current shed because of value for money, drainage/power/planning issues and inconvenience compared to the location of the current shed. However, the Chairman would tell them a bin under the stage was free for them to use and there was space behind at least 3 other bins for more storage if they wanted to use it. The Committee agreed. It was up to AHTC if they wanted to commission additional bins. Finally, it was suggested that if the staging was stored better in the ex-tank room it should be possible to put up shelving around the walls at around the 4 foot and higher level to store other stuff if more space was required. This would be an AHTC cost, not the Committee.

6. The Treasurer presented the final accounts for the financial year ending 31<sup>st</sup> March 2022, which had been independently examined. No issues had been identified that needed to be drawn to the attention of the Committee. **The Committee adopted the accounts and formally thanked the Treasurer for all her hard work.**

The Treasurer presented the accounts for the first month of the 2022/23 financial year. These showed a loss because a full quarter's service charge had been paid plus some building related costs. The Parish Council has agreed a grant of £1,000 which will be paid after the Parish Council's next meeting. TCC is acting as banker for the ad hoc Platinum Jubilee Group as it does not have its own bank account. The Committee noted the position.

7. The Web/Social/Technical officer's report covering 2020/21 and 2021/22 was presented and agreed. **The Committee thanked Lyn** (Brunton) for all her hard work that ensured TCC had a very professional and positive electronic footprint, essential in this current era.
8. **The events list for May was completed and is attached to these minutes.**
9. Forthcoming events were noted as follows:
  - "I Am No Bird" (CRTA) 7.30 pm on Friday 13 May
  - Films "The Bad Guys" + "Phantom of the Open", Friday 20 May
10. It was noted that there was a TCC WhatsApp group already established but it was out of date and not used. **The Treasurer will contact Mark Wyatt, the current administrator**, to get it transferred to the Secretary who will update it and bring it into use for rapid communication between Committee members.
11. **The next meeting will be held on 7<sup>th</sup> June** with the Secretary reporting on Safeguarding in the Centre.
12. The meeting closed at 20:30