



Management Committee Meeting

25th March 2010

Present: Alan Dexter John Gaskin Val Sorrell Claire Wallace
Geoff Love Paul Milner Julia Powell John Fieldsend
Jude Collini Di Ellis Liz Townson

Apologies:

1 Minutes of last meeting and matters arising.

- 1.1 Minutes of the February 2010 meeting were agreed and signed as accurate.
- 1.2 HASAW will do PAT for £25 call-out fee plus £1.25 per item. The Village Shop, Pavilion and Pre-school to be approached to agree to use HASAW for PAT testing to reduce the call out fee. One invoice to the Clubroom to then be divided as appropriate amongst each of them **JG**
- 1.3 Sign light will be done during the Easter break. **JG**
- 1.4 Parish council have decided to continue with the notice boards as they are.
- 1.5 Still difficulty in tying the outlet valve of the Bouncy Castle - needs to be resolved. **GL/JF**
- 1.6 John F was quoted £60 to service the gas cooker and the boiler annually although nothing in writing yet. Need to be sure the engineer can provide the right certification for insurance purposes. **JF**
- 1.7 Decided to continue with the cooker as it is as no definitive fault has been found. Paul to make a sign to say that the flame does wax and wane as the cooker reaches temperature and if the door is opened. **PM**

2 Correspondence

- 2.1 Notification from ENDC that the Clubroom is zero rated for rates.
- 2.2 Looking Glass Theatre has been sent the deposit but no confirmation received yet. Julia to look into this. **JP**
- 2.3 Annual subscription fro the ACRE Village Hall Forum Membership is due, committee agreed to continue to subscribe. **DE**
- 2.4 Parish Council AGM on 29th April, they have requested a 5 min update on the Clubroom. Paul to do. **PM**
- 2.5 Corvee has sent a reminder that the annual service is due on the boiler - this is now being undertaken by the gas engineer as in 1.6 above.

3 Caretaker Items/Health and Safety

3.1 Pest control man has been.

3.2 No Health and Safety Issues.

3.3 Caretaker/cleaner position. John F has declined the joint role of caretaker and cleaner. An item to go in the next Titchmarsh Times advertising for a cleaner. Currently we pay for three hours cleaning per week. A rough estimate of the number of hours involved on the caretaker side is between 10 and 15 per week. Paul, John F and John G to look at getting a more accurate picture of the number of hours.

PM

PM/JG/JF

4 Bookings Update

4.1 CCP will be using the Clubroom during the Easter break.

There is a tentative booking all day for 6th May re the probable general election.

4.2 There are no TENs left. The new licensing laws mean that the Clubroom Management Committee can be granted a license and be able to hire out the Clubroom where alcohol will be consumed without applying for a TEN. A Clubroom committee member could be present but does not have to be. In the event that the probity of the hirer is unknown, then a TEN can be asked for instead. The License costs £100 initially and £70 annually thereafter.

Paul to write to the Licensing Officer, Julia Smith, to say we are considering applying for the new license and also has the application forms to start the process.

PM

4.3 Geoff has designed a Bouncy Castle hire agreement to be e-mailed to the whole group for approval.

GL

5 Treasurers Report

5.1 An income and expenditure summary was circulated

5.2 Paper towels account for a disproportionate amount of the expenditure. John G to look into Dyson air blades

JG

6 Awning/Shade for preschool

6.1 Some designs of the proposed awning were shown. Preschool have invited the company to come out and advise on what sort of awning would be suitable and the best place for it to be situated. The plan is for it to be approx 2m long and 180cm deep.

CW

7 Solar Panels.

7.1 Geoff continues to work on what is quite a large project. Full funding should be available as it is a community project.

GL

8 150th Anniversary

8.1 This needs to be a regular agenda item. John G suggested asking John Greg to see the photos that his history group has of the Clubroom in Victorian times to see if any could be enlarged and displayed on the walls as a permanent fixture.

CW

8.2 Geoff L suggested that in the new school year we should ask the school if they would like to do a project with the Victorian Clubroom as its focus.

GL

9 AOB and date of next meeting

9.1 Recruiting new members to be a regular agenda item.

JG

9.2 **Next meeting Thursday 22nd April 7.30pm**

ALL