



Management Committee Meeting

28th April 2009

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

Apologies: Jo Hunter Caroline Hope Carol Bassett

1. Minutes of previous meeting/Matters arising

- 1.1 Minutes of March meeting were agreed and signed as accurate.
- 1.2 Welcome packs – Geoff will use the website information and amend it to make it suitable for the village welcome packs and send it to Sylvia Prestwich. **GL**
- 1.3 ‘In case of fire...’ signs – John G will speak to Jo Hunter about these. **JG**
- 1.4 Brian Tute will replace the broken emergency light in kitchen as requested by John G **JG**
- 1.5 Annual Trustees report - John G will also work on this to enable its completion. **JG/DE**
- 1.6 Fencing off of bins and shed is complete.
- 1.7 Latch to hold door back is broken – John G to repair. **JG**
- 1.8 Old gates to be disposed of. **JG**
- 1.9 Michael Alderman has stored the cones and road closure signs.
- 1.10 Sign to be made for the notice board with the pre-school ‘phone number on for ease of access when pre-school is in session – Liz to do **LT**

2. Correspondence

- 2.1 Letter of complaint received regarding cooker when used by FOTS during their disco – the flame went out but the gas continued to flow. Also it was felt that the oven did not reach the required temperature as cooking time was prolonged. Cooker and boiler recently serviced by Corvee – John F to ask them to come back and sort out the problem, Liz to respond to letter. **JF
LT**
- 2.2 Mandatory and discretionary relief for business rates form completed and sent by Di

3. Caretaker items

- 3.1 John F asked who is responsible for cleaning the cooker. Generally understood that whoever used it should clean it. All of the regular hirers are cleaning the oven. Alan will look at the cooker to see if it requires a regular clean. The kitchen floor is now much cleaner than it was. **AD**

- 3.2** John G raised the issue of dirty tables – John G and F and Julia volunteered to clean all the tables on 01.05.09 – any other volunteers welcome to join in. **JG/JP**
- 3.3** Pre-school to be reminded to take down their sign when it is not in session. The equality and diversity statement is out of date and has been removed. **CH**
- 4. Bookings update**
- 4.1** The keep fit lady will decide this week if she will continue as numbers remain low. Party bookings remain steady.
- 5. Treasurer's Report**
- 5.1** An income/expenditure summary was circulated to the committee.
- 6 Bouncy Castle**
- 6.1** This has been paid for but has not been delivered as expected. Geoff to chase this up. **GL**
- 7. Outdoor Development Plans**
- 7.1** Geoff circulated some examples of signs – will do some more costing work on those that were most popular, **GL**
- 8. AOB**
- Plays and performances – list of plays etc available circulated – from those voted most popular Julia will try to book the '40s Night' in October and 'Jack and the Beanstalk' for December. A TEN will be available for the 40s Night. This will cost £250-00 plus 50% of the profit on ticket sales after that. **JP**

Date of next meeting: 7.30pm Tuesday 26th May 2009