



## Management Committee Meeting

**20<sup>th</sup> January 2010**

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

**Apologies:** Jude Collini Claire Wallace Geoff Love

### **1 Minutes of last meeting and matters arising.**

- 1.1 Minutes of the November 2009 meeting were agreed and signed as accurate.
- 1.2 JG will speak with HASAW in Thrapston to ensure that we are looking at like for like with regard to the cost of servicing the fire extinguishers. **JG**
- 1.3 The account with T James has now been settled.
- 1.4 Sign illumination - Drage Electricals has the most competitive price. First choice is a long strip light in brass; second a long strip light in black; third two swan neck brass lamps. **JG**
- 1.5 Dirty tables – these are still a problem and still not sure of the cause. Paul, John G and John F to check the tables prior to the Beetle Drive this weekend and again try to see after which events they are left dirty. **JF, PM, JG**
- 1.6 Taping up of the bottom bolt on the store cupboard is only a temporary solution. John G to speak to John Colby. **JG**
- 1.7 Parish council/Clubroom notice board – Quotes are in from J & S Pendred and H & M Carpentry. JG thinks he could make one for less cost. John G to check with the parish council what they are prepared to pay. **JG**
- 1.8 Puppet show – unfortunately this made a small loss. Thanks to Julia for organising the event.
- 1.9 Comments book for pre-school – bring to next meeting **CW**

### **2 Treasurers report**

- 2.1 An income and expenditure summary was circulated and bank statements passed to the chair.
- 2.2 Michelle – invoices need to be clarified – looks as if we are up to date with payments. The most recent cheque will bring it up to 03.01.2010. Paul and Di to check with Michelle. **PM, DE**
- 2.3 Float – this is now used just for cleaning material.

- 3 Correspondence**
- 3.1 Fact-sheets available from ACRE regarding 'TV shows and Films in Community Buildings', Liz to request a copy. **LT**
- 4 Caretaker Items and Health and Safety**
- 4.1 Emergency light sign is not working again. John G and Paul will look at it on 23/1. **JG, PM**
- 5 Bookings Update**
- 5.1 Ten of the twelve available TEN have already been used mostly with regular village events.
- 5.2 Licensing matters - Parish Councils are not allowed to hold their meetings on premises that may be licensed therefore may have to move their meetings to a different location. John G to raise with PC. **JG**  
 There is the option of buying a license for £100.00 for the first year and then £70.00 per year after that. Any one wishing to hold an event involving alcohol would be charged a premium along with the hire charge. Need to look at whether there would be enough bookings requiring a license to cover the cost. Val will look in more details at the cost involved. **VS**
- 5.3 Looking Glass Theatre – have made contact as they have reformed and wanted to see if we are interested in hosting a pantomime this year. They will send a prospectus hopefully with an early option on dates. **JP**
- 5.4 Bouncy Castle – discussion around whether the Bouncy Castle can be hired out to venues other than the Clubroom. Firstly need to check the wording of the insurance document regarding who is liable when it is not on Clubroom premises. **DE**  
 Paul to put something in the next Titchmarsh Times to advertise the Bouncy Castle. Bookings including the castle are slowly picking up. **PM**  
 In order for it to operate properly one of the outlet vents needs to be partially tied up/obstructed. A bungee cord is currently being used but this is not good enough. Geoff to look at finding something fit for purpose. **GL**
- 6 AOB**
- 6.1 As mentioned at the AGM, John G suggested that we should continue to recruit new members to the committee. **JG, ALL**
- 6.2 Those who hire the clubroom on an annual basis should sign a new hiring agreement on an annual basis to ensure the hiring agreement encompasses any new changes. **JG, VS**
- 6.3 Pest control – all poisons have now been removed from the loft. No evidence of any infestations. **AD**
- 6.4 2011 will be the start of the 150<sup>th</sup> anniversary of the Clubroom – an event that cannot go unmarked! **ALL**
- 7** Next meeting Thursday 25<sup>th</sup> February 7.30pm