



Management Committee Meeting

Wednesday 15th July 2009

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

Apologies: Paul Milner Claire Wallace Jo Hunter

1 Minutes of previous meeting/Matters arising

- 1.1 Minutes of the June meeting were agreed and signed as accurate.
- 1.2 Welcome packs – carry forward GL
- 1.3 Notice with pre-school number – done
- 1.4 Line in hire agreement requesting equipment be returned as found has been done. Two new brooms have been purchased. No further complaints regarding cleaning. Cleaning diary continues. AD
- 1.5 Fire signs – carry forward. JG/JF/JH
- 1.6 Store room door – John G having difficulty finding cabin hooks that are long enough. Will continue to source. JG
- 1.7 Oundle Tourist Office has been updated with the correct contact for bookings.
- 1.8 Events – **The 40's Night** will need access 2 hours before performance. Tables and chairs not to be put out until hall as been decorated. Needs a long step ladder – one available in hall. First hour will be teaching people to dance 40s style and encouraging joining in. Then a break for food – suggests not a 'wartime' menu as that means spam which people generally don't like! Fish and chips, bangers and mash have worked well at other venues. After food, more dancing, a quiz, sing-along. Provides prizes - for example for best dressed 40s style, most effort, most willing to get involved etc. 40s dress not compulsory. Would like to keep raffle prize down in number. Di will request the TEN as Julia is not available on the day. Julia will bring an action plan to the next meeting of things to be done. The puppet show 'Jack and the Beanstalk' will be discussed when 40's night has been sorted DE
JP
- 1.9 The fan in boy's toilet is no longer making a noise.

2 Correspondence

Charity Commission News – section regarding compulsory pension scheme for all paid employees to be in place by 2012. John G has looked into this and it will be for those with an income of over £5,000 therefore will not apply to us at present.

- 3 Caretaker Items and Health & Safety**
Fire exit sign – John G will arrange for T James to fix it during the summer break, at the same time as he fixes the radiator cover, when there is no preschool. **JG**
- 4 Bookings update**
Bookings remain steady.
4 Cultural Community Partnership bookings are planned for the summer holidays. Only one TEN left till the end of the year. Val to tell enquirers that a request for a TEN will have to be discussed by the committee.
The tables have been requested by FOTs for an event at the school. This will be OK as long as they are not needed for anything else. FOTs aware of this.
- 5 Treasure's report**
An income /expenditure summary was circulated.
- 6 New sign**
John G and Geoff distributed some ideas for design of the new sign. Majority preferred the designs of John G. He will provide some firm costing for the next meeting for a sign in green with cream writing in both a plain rectangle shape and a 'bed head' shape. **JG**
- 7 Recycling**
Pre-school using lots of plastic milk cartons. Committee to buy a green dustbin to accommodate the extra recycling. **JF**
- 8 AOB**
- 8.1** Geoff – reports that the school has funding and is applying for planning permission for a hall which well is available for private hire.
- 8.2** Carole B – the bouncy castle is difficult to manoeuvre making storage with their play equipment difficult. Needs more bungees to hold it securely to trolley – Geoff will buy these. John G to look at putting up more shelves for the play equipment. Carole to see if the toys can be rationalised and see if any can be stored with the pre-school equipment. Some give and take required all round to reach a solution. It may be possible to move chiller under bar and put bouncy castle where chiller was one; but it would be preferable to keep it in the shed. **GL
JG
CB**
- 8.3** Projector screen – John G to fix on wall under lights in middle section **JG**
- 8.4** Paul has prepared a piece for Titchmarsh Times to include details of BC hire as well as 'diary date' promoting 40s night and Jack and Beanstalk. Geoff has details of hire price for BC so will put it the piece in the Times. **GL**

Next meeting will be Wednesday 19th August at 7.30pm