



Management Committee Meeting

26th November 2009

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

Apologies: Paul Milner Jude Collini

1 Minutes of last meeting and matters arising.

- 1.1 Minutes of the October meeting were agreed and signed as accurate,
- 1.2 Preschool will not be changing its fire procedure therefore their fire instructions notice will stay the same.
- 1.3 Competitive pricing for fire extinguishers to be bought to the next meeting. **JG**
- 1.4 T James has not asked for the outstanding payment regarding the fire sign.
- 1.5 John G has asked for some quotes for illuminating the new sign **JG**
- 1.6 29.11.09 @ 10.30 – Geoff will demonstrate the in/deflating of the bouncy castle. **GL**
- 1.7 Buffer has been demonstrated to John F – coming again in the new year. **JF**
- 1.8 Those quoting for the Clubroom sign light will also quote for repair of the spotlights.
- 1.9 Dirty tables are still a problem, still unclear who is not cleaning them after use. John F and Alan to check the tables after each hire whenever possible. **JF,AD**
- 1.10 New mop heads and brooms have been bought.
- 1.11 Vacuum Cleaner has been bought.
- 1.12 Weight loss club has changed its times to fit around Flower Club.
- 1.13 Licensing laws up date will be at the next meeting. **VS**
- 1.14 'In the event of fire' instructions will be attached to hire agreement. **VS,JG**
- 1.15 John G checked the store room door – the bottom bolt has slipped – will be taped up to prevent it causing problems. **JG**

2 Treasurers report

- 2.1 An income/expenditure summary was circulated and a bank statement passed to the chair. A summary of costs for the 40's night was also passed round – a profit of £226.66 was made. Thanks to Julia for her work in organising it.

- 2.2 Charities Commission update has been completed the threshold has been raised meaning that an independent external examination of the accounts is not necessary. GL suggested it would be a good thing to keep it going anyway.
- 2.3 Pay mechanism for Michelle – it was agreed that Di would raise a cheque to be countersigned by Paul to give to Michelle rather than Michelle be paid from the float. **DE,P
M**
- 3 Correspondence**
- 3.1 Titchmarsh Conservation Area Review. As the clubroom falls within the proposed boundary, East Northants Council has asked if for any views on the proposals. It was felt that it was not for the committee to express any opinion.
- 3.2 News letter from Northants Infrastructure Consortium which provides third sector support for frontline organisations in Northants. Nil of relevance to the Clubroom.
- 4 Caretaker Items and Health and Safety**
- 4.1 The door hook latch has broken – John G to fix. **JG**
- 4.2 John F to buy new toilet roll holders. There has been a complaint about a leaking ladies loo – this has been investigated and not able to find a leak or any evidence of a leak. Julia suggested condensation might be the problem. Alan reminded that the heating in the toilet should be on all the time at this time of year. **JF**
- 5 Bookings Update**
- 5.1 The Bouncy Castle has finally been booked for a party!
- 5.2 There are now regular bookings for most evenings
- 6 Outdoor development**
- 6.1 Solar Power – Geoff has given the dimensions of the Clubroom to the solar energy company and is waiting to hear back from them
- 6.2 Parish Council Notice Board. – there is not enough room on the current notice board to display everything the Parish Council needs as well as the Clubroom information. The Parish Council have asked if the Clubroom would consider putting up a second smaller notice board on the other side of the gate for the Clubroom notices. They agree in principle to help with the costs if we give them some quotes. John G has agreed to get some. **JG,GL**
- 7 Puppet Show**
- 7.1 This is on the 17th December and starts at 6pm. The theatre company need to start setting up from 4pm. Julia will provide them tea as requested. Fliers were given to those present to deliver through every door, some to go to school and preschool and advertising posters for the notice boards in the village plus clubroom, school and shop as well as places in Thrapston. 80 tickets are available from Julia and there is already the possibility of a block booking for 20. Tea and coffee will be available in the interval with squash for the children.
- 8 AOB**

- 8.1 The Parish Council will be holding its meetings in the Clubroom next Year **GL**
- 8.2 As the 40s night was successful another will be planned for next year – possible date 13.11.10
- 8.3 A show along the lines of 'Titchmarsh has Talent' was proposed by Geoff. This will be discussed further at the next meeting. **GL**
- 8.4 Preschool would like a 'comments' book in which to note anything that needs doing. Agreed. **CW**
- 8.5 John G suggested some sort of Christmas evening out. **JG**
- 9** **Date of next meeting**
Wednesday 20th Jan 7.30pm