



## Management Committee Meeting

**23<sup>rd</sup> August 2011**

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

**Apologies:** Hayley Wood    Jude Collini

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

- 1.1 Minutes of the July meeting were agreed and signed as accurate.
- 1.2 Interest rates are still being investigated. **PM**
- 1.3 Warming cupboard – continue to research. **JP**
- 1.4 The promotional leaflet for the Clubroom that goes in the welcome packs for the village is being updated. **GL**
- 1.5 Shutter on the extractor still to be fixed. **AD**
- 1.6 HASAW will be coming Tuesday 30<sup>th</sup> August to do the fire risk assessment and to check the smoke alarms so that they are ready before pre-school re starts. **JF**
- 1.7 Crockery and glassware still to be bought. Alan to contact a friend for a second hand cupboard. **JP/AD**
- 1.8 Bins – commercial waste bags have been bought £22-00 for 25 bags – a discounted rate for charities. Val has agreed to buy new bags from the council as and when we need them. John F has the information about the commercial waste collection system. **VS/JF**
- 1.9 Time capsule – carry forward. **HW**
- 1.10 Outside tap – carry forward. **HW**
- 1.11 Wall rings for marquee strapovers – carry forward. **JG**

### **2 Correspondence**

- 2.1 Feed back form the Flower and Vegetable Show – mainly favourable – they liked the new water boiler, have asked if the hooks on the pergola could be used to display the hanging baskets another time and request that more bleach be used in cleaning the toilets. Karen will ask pre-school committee if the hooks can be used, but doesn't foresee a problem and John F has taken on board the comment re bleach. John G has replied to the letter. **JF/KW/  
JG**

2.2 Certificate of membership to ACRE received.

### **3 Caretaker Items/Health and Safety**

3.1 No routine health and safety issues and nothing in comments book.

3.2 John F will be giving the cooker a good clean – users of the cooker do not seem to be leaving it in the condition in which they find it. **JF**

3.3 John F and Alan are away Sept 10<sup>th</sup> when the Clubroom is in use. John G to arrange that the Clubroom will be locked up after the Street Quiz. **JG**

### **4 Bookings Update**

4.1 Bookings are quiet at present with two free evenings per week and alternate Fridays available. **VS**

4.2 Val is showing the Clubroom to a Zumba fit instructor to see if it is suitable. **VS**

### **5 Treasurers Report**

5.1 An income and expenditure summary was circulated.

### **6 150<sup>th</sup> Anniversary commemoration**

6.1 Much discussion about whether to have a plaque with commemorative dates on or an outside clock to commemorate the 150<sup>th</sup> anniversary of the Clubroom. Building does not lend it self to an outside clock. Agreed on a small plaque with the anniversary dates on.  
John G suggested buying the 'phone box to mark the occasion – whilst this was felt to be a good idea, it was not felt suitable as a commemoration – to revisit the idea when we have more information about what buying the 'phone box entails.

### **7 Pre-school hire rates**

7.1 The response to the hire rate rise proposed at the last meeting was discussed. Pre-school feel the rise to be too much. As before much discussion about how much to charge pre-school as they pay per session and not per hour.  
Geoff proposed that the increase for 2011-2012 be £2-00 – to include £1-00 to cover the extra paper towel usage with the proviso that in 2012-2013 there would be a further rise of at least £1-00 and again for 2013-2014. However, preschool must feel able to approach us if numbers at pre-school drop so as to make this not viable, in which case the rates could be reviewed. Similarly we would be able to approach them if utility bills rise dramatically causing us to review the hire rates. This was agreed by the committee with a vote of 6 for and 1 abstainer **GL**

### **8 AOB and date of next meeting**

8.1 The AGM will be Wednesday 18<sup>th</sup> October at 7-30pm

**Next meeting Tuesday 20<sup>th</sup> September 7.30pm**