

Hurst Community Association
Exec Meeting Monday 7th March 2016

1. Present

Alan Fish. Wyn Fish. Donald Barr. Mark Fish. Nat Lyne. Manhar Patel. Richard Ambler.
John Horton. Val Ryan. Vicky Gallagher. Kishor Thaker.

2. Apologies for absence.

Brian Scanlan. Margaret Clempner. Stuart Harris Heffer.

3. Minutes of the last meeting on 1st February.

Accepted as a true record.

4. Matters arising from the minutes.

8w Wendy Costume storage.

7a Charity Commission not up to date. Alan Don & Kishor to meet.

7b Change Bank Accounts. Refer to Treasurers Report.

5. Chairman's report

a. Manhar Patel was co-opted onto the committee as he is to take charge of stage maintenance.

b. We need more daytime groups using the centre. There is a new Yoga Group for Monday and Thursday but at the moment she is struggling to get support. There is line dancing for beginners starting Monday 2nd May.

a. 6 Secretaries report.

b. The centre is to be used as a polling station.

Local Election 5th May.

EU Referendum 23rd June. Don said he would open up at 6.30am and
Vicky Gallagher said she would lock up at 10.0.

c. We have number of shows booked in the coming weeks.

Burlesque Show Saturday Only 14th May.

Thomas 30th June 1st 2nd July. ***This is now cancelled***

Youth Drama "Oliver" 14th 15th 16th July.

Janet Robson has asked for a show 9th July (Saturday only)

d. Laura Jayne has booked a show for 4th September. I have sent an invoice itemising the cost but have received no confirmation of this. I have sent emails but she does not reply. Suggest a further email stating that if we receive no reply we will assume she does not require the centre.

This has now been accepted and she says she has transferred £100 into our account as deposit. Wyn will confirm.

d. Alan and I are going to need more help with the general day to day running of the centre, in particular with opening and locking up after late functions.

7. Treasures report.

- a. Rates bill is £521.85. AF Bill £79.24.
- b. Cheque for £355.50 for HCF was handed to Don to pay in to the bank.
- c. We need an independent auditor for our returns to the Charities Commission. Nat asked her dad if he could take on the role but Kishor said that, because of the amount involved it had to be a qualified chartered accountant. Alan Don and Kishor to meet at Don's to discuss charity commission returns and new bank account.
- d. Accounts for the passed month were handed round.
- e. Clarification is required re trustees. Are temporary people who are co-opted onto the committee for shows etc and representatives of other groups, ie scouts, St Johns.

8 Groups.

b. Bar. Nat said there were no issues.

c. Com Pay Back. This is now finished and they have been officially thanked. We received a very positive reply. *To be presented at next meeting.* We need to retrieve then keys.

e. **Electric** We are changing our internet provider to PLUS-NET. Mark is working on extending the CCTV to cover more areas in the centre.

l. **Lights.** Brain purchased a new computer £538.49. (Account passed on to Kishor) He has not yet been paid for the electric screen. Kishor has this in hand.

m. **Maintenance.** Gutters have been cleaned. Boiler not finished yet.

s. **Scouts.** The scouts are holding a Young Leaders Weekend Friday 18/3/16. Don said that the centre has no commitments at all that weekend.

SM Stage Manager. We can not find anyone to take over as stage manager after Sevens Kingsley's resignation. It was suggested that we appoint a Centre Stage Manager to be in charge of safety. Private hirers will appoint their own stage manager who would be instructed by the Centre Stage Manager. Mark Fish showed in interest in this and will compile a job description for the roll and present it for consideration to the next meeting.

St Johns Richard said the following events are to take place. Battle of The Somme. Queens Birthday. Heritage Weekend.

w. **Wardrobe.** No representation.

We. **Web Site.** Don said the site is fully up to date.

9 Safety.

a. John Horton said that when they were locking up there are two young men sat in the smoking area and there is a strong smell of cannabis. When asked to leave they do not always comply. Refer to Alan.

10. Any other business.

None.

The chair thanked all present and closed the meeting at 8.45.

Next meeting Monday 4th April 2016