

**Hurst Community Association
Executive Committee Meeting
Monday 6th November 2017**

1. Present

Richard Ambler, Donald Barr, Mark Fish. Natalie Lyne, Danny Williams.
Brian Scanlon.

2. Apologies for absence.

John Horton. Denise Bradbury.

3. Minutes of the last meeting on 1st October 2017.

These were accepted as a true record.

4. Matters arising from the minutes.

10a Software for private bookings. Referred from last meeting. Refer to next meeting

10a (Last meeting) Purchase of storage containers for costumes. “

10b Selling costumes on E Bay? “

10c General cleanliness of the centre. Danny will draw up a schedule on a daily/weekly/monthly basis.

This was discussed in some detail and it was decided that our present cleaners are not working to a satisfactory standard, they have been presented with a schedule but there has been no significant improvement. It was agreed that we should dispense with their services. The secretary will send a letter to the current cleaners dispensing with their services as from the end of December. Several cleaning firms have been consulted and it was decided that B's Cleaning services should be approached with a view to doing a deep clean at the their quoted fee of £432.

8a Notice on side gate re: parking. Danny will look into the various options.

Danny said an illuminated sign has been obtained and various options of where to install it are being considered.

8d Cleaning after rehearsals.

It was generally agreed that this is getting better.

8c Can we be assured that the remnants of the scouts bonfire will be cleared up ASAP and not, as last year after pantomime week.

We are assured that it will be cleared up in time for pantomime week.

8b Letter to Vicky regarding YD funds.

The secretary has written a letter to be delivered by Mark/Danny.

8e Toilet Seats. Mark has this in hand.

Repairs have been carried out.

5. Chairman's report.

a. A finance meeting has been held during this last month to approve the new change to our insurance cover. Having had the building professionally valued we were obliged to accept their figure of £1.7m +vat and insure accordingly.

A review of the cleaning contract has taken place and this will be discussed at the next Exec meeting in November. The cost of hire may have to be adjusted to cover any increased cost of cleaning.

b. Don is now stepping down as the Centre booking secretary but will continue as sec. We owe great thanks for Don's dedication to his multi-role office since the fire in 1999/2000.

6. Secretaries report.

- a. Don requested that his details as booking secretary be removed from the answer phone. Danny said he would see to this and any inquiries for 2018 directed to an email address.
- c. Invoices for September have been sent to MENCAP. Line Dancing. Overcomers Assembly and Photographic. Invoice for July. August. September to Weight Watchers.

7. Treasurers report.

- a. The proposal to change bank accounts was discussed and it has been proposed that we open the No1 account and bar account with CAF . This was unanimously accepted by the committee.
- b. The monthly treasures report was circulated and a copy attached to the minutes.
- c. The valuation of the building is now confirmed and there will be an increase in the insurance premium of £500.
- d. The question of insurance for the Scout HQ was discussed but it was decided consult John Horton and refer it to the next meeting.

8. Groups.

Lighting and sound. *Brian reported that we need new batteries for the radios. It was agreed that we purchase 10 at £20 each.*

Maintenance. *The problem of the trees in the church grounds shedding leaves onto our building and causing considerable damage was discussed and it was decided that Mark would contact Tameside MBC to ascertain our position.*

Danny will have the gutters cleared at a cost of £100.

Centre Players. *Denise (Not present) has reported that rehearsals are going well.*

9. Safety.

No current issues.

10. Any other business.

- a. Manhar Patel has tendered his resignation, Don will email thanking Manhar for his work over the passed two years.

There being no further business the chairman thanked all present and closed the meeting at 9.45.

Next meeting Monday 8th January 2018.

Chairman.....

Secretary.....

