

**Hurst Community Association
Executive Committee Meeting
Monday 2nd October 2017**

1. Present.

Richard Ambler. Donald Barr, Mark Fish, Danny Williams, Denise Bradbury.
John Horton.

2. Apologies for absence.

Kishor Thaker. Manhar Patel. Nat Lyne.

3. Minutes of the last meeting.

Minutes of the last meeting held on Monday 4th September were accepted as a true record.

4. Matters arising from the minutes.

10a Software for private bookings. Refer to next meeting.

10b Charities Commission Annual Report. See Treasurers report. 7b.

8c Toilet Seats. Mark has this in hand.

5. Chairman's report.

a We have an ongoing problem with people parking in front of the gate into the rear car park. This often causes considerable inconvenience. It is suggested that a suitably worded notice is fixed to the gate. After some discussion it was agreed that Danny would look at the various options.

b. After Thursday rehearsals it is important that the room is left clean and tidy and tables stacked away. When rehearsal is finished it is very important to drop the catch on the front as it is some time before photographic finish. Denise said she would make sure that every one is aware of this.

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. Kishor has sent his apologies but he has sent his report which was handed out to all present.

b. Kishor has assured me that he is working on the Charities Commission report and the building valuation.

8. Groups.

a. Centre Players. *Denise said panto rehearsals are going well.*

b. Youth Drama. *An email was sent to Vicky with regard to any funds she might be holding to which we have had no reply. After some discussion it was decided to refer this to the next meeting.*

- c. Scouts. John confirmed that the scout's bonfire would be on Saturday 4th November. Don confirmed that there would be no other bookings in the centre.

9. Safety.

No Current issues.

10. Any other business.

- a. Denise said that we need more storage containers for costumes. It was agreed that these could be purchased.
- b. The possibility of selling costumes that were no longer required could be sold on E BAY was also suggested. It was agreed that this is something worth consideration.
- c. A Bursque show is booked for Saturday 28th October. Stage crew are aware and all the dressing rooms are clean and tidy. The back stage kitchen however is not fit for purpose! Donald said he would mention this to the cleaners. Mark said that we really need to install new units.
- d. A discussion followed about the general cleanliness of the Centre and it was highlighted that certain areas appeared not to have been cleaned for some time. It was agreed that Danny would draw up a schedule on a daily/weekly/monthly basis to include all areas. This will then be discussed at the next meeting.

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

Next meeting Monday 5th November.