

Hurst Community Association.
Exec Meeting Monday 4th September 2017

1. Present.

Donald Barr. Richard Ambler. Mark Fish. Danny Williams. Manhar Patel.
Brian Scanlan.

2. Apologies for absence.

John Horton. Nat Lyne. Kishor Thaker.

3. Minutes of the last meeting.

The minutes of the last meeting held on 12th June 2017 were approved as a true record.

4. Matters arising from the minutes.

There were no matters arising.

5. Chairman's report.

6. Secretaries report.

a. Bookings are now coming in for 2018. These are currently:

Jason Tinny, Dance Show, 10th January. (Will confirm)

Amy Page, Children's Party Sunday 30th April.

Burlesque Show 19th May and 20th October.

b. MENCAP has paid their account for August.

c. I received a complaint from Elliot that tables were put away dirty. I suspect this was from the private function on Saturday 26/8.

I will be seeing the person who made the booking and will have words.

7. Treasurers report.

Kishor not present due to a hospital appointment, his report has been circulated to all present by email.

8. User Groups and Sections.

Bar.

Lighting and sound. No issues.

Maintenance a. Mark has cleared a blocked down spout.

b. Mark proposed a toilet on the upper floor accessible from the bar. It is proposed to use the area to the left of the staircase on the upper floor. An estimate of £5,600 has been received and it was agreed that we should follow this up with a view to starting the work as soon as possible. Don will send contact details of all user groups to Mark so that he can advise them that there may be some disruption in the centre when the work commences.

c. Don reported that several toilet seats are in need of attention. Mark will attend to this. ASAP.

d. Don requested that the Thursday maintenance group are aware that the stage should be left in a usable condition at all times.

e. As the dark evenings approach there is some concern that it will be difficult to see that digits on the combination locks. Danny will fit a security light over the gate.

f. Don expressed concern over the heating for user groups. Mark said he would make sure the heating will be on when required.

SSCP. Denise Bradbury has asked if £400 could be transferred from SSCP account to her account as she needs pay for items for pantomime. This was agreed.

9. Safety.

No Issues.

10. Any other business.

- a. Danny said that Jill has asked for some software for when she takes over the bookings in the New Year. She has seen a suitable program; the cost is at £50 per year or a one off purchase of £200. It was agreed that we try the software at £50 and if it proves suitable purchase the program for £200 the following year.
- b. Mark will contact Kishor with regard to Charities Commission returns.

There being no further business the chairman thanked all present and closed the meeting at 8.30.

Next meeting Monday 2nd October 2017.