

**MINUTES OF THE MEETING OF THE MANAGEMENT COMMITTEE OF OLD SARUM COMMUNITY CENTRE ON 20<sup>TH</sup> JANUARY AT 45 SHERBOURNE DRIVE**

**PRESENT:** S Bradshaw, J Ayres, E Wyatt, P Joyce, K Kelly, M Brazier, D Earle

**APOLOGIES:** C Rosser, E Ruddy, L Robinson

**MINUTES OF LAST MEETING**

The minutes of the last meeting were agreed as true and correct and were signed by J Ayres

**MATTERS ARISING**

Shed now in place. E Wyatt to look at combination lock which has been purchased  
The gardening rota has been done and sent out to cover the period to the end of May  
A discussion took place with the Youth Club regarding fish and chips being brought in and it was agreed that the youth worker would go round and check on the cleanliness of the centre in future. (It was felt that if fish and chips had been banned the problem regarding litter would just transfer to the outside area) To date there have been no further problems.  
Committee members thanked for helping to clear the compound and for putting up the Christmas tree.

**TREASURER'S REPORT AND LETTING**

There is approx. £21,000 in the accounts. It was agreed that with the approval of the trustees we would open a deposit account for between £10,000 and £15,000 and transfer it from the current account.

It was agreed that the centre would obtain a joint music licence for both the PRS Music and PPL. P Joyce to obtain.

Agreed that the committee needs to look at repainting the halls but need to look at soundproofing first (see item 9)

The gas contract is due for renewal in May and it was suggested that G Hayden look at other suppliers for a better deal now we have an up to date gas bill.

D Earle gave a run down on lettings. Wyndham Road Drama Group have now moved to their own premises at Five Rivers Leisure Centre and Salisbury Triathlon's last meeting is on 3<sup>rd</sup> March, when they will revert to outdoor training. French classed were cancelled due to lack of interest but a Toddler Gym class is now up and running on a Tuesday morning. 'Girls Love Fit' is holding three trial sessions over the next week for yoga, Pilates and keep fit. If these are successful then regular bookings should commence.

The Order of St Johns are holding three recruitment days at the centre starting on 26<sup>th</sup> January. The Community Café have been asked to move into hall 2A for 9<sup>th</sup> February and 2A and 2B for the half-term week as they do not pay rent. P Joyce asked that J Ayres cut the grass outside 2A for the 9<sup>th</sup> February as she would like to use it for the Community Café

Party bookings have increased.

**NOTICEBOARD**

Still ongoing

## **LOGO**

P Joyce showed the committee an example of what the logo would look like. Agreed to go ahead. K Kelly to obtain a £15 book voucher to be presented to the child who designed the log when the Community Clean Up Day takes place in March to celebrate the Queen's birthday.

## **PUBLICITY/WEBSITE**

Agreed we would place an advert in Valley News at a cost of £60 +VAT for the year to try and generate further income. D Earle to produce an advert for consideration.

The new website will go live on 1<sup>st</sup> February (oldsarumcommunitycentre.co.uk) and visitors to the old website will be re-directed. Thanks to M Brazier

## **SNAGGING**

Perspex still to be ordered. S Bradshaw and EW Wyatt to meet and check on placement because of electrical wiring.

Dyno rod not contacted as the toilet is flushing better. Regular checks to be made and if the flushing gets worse they will be contacted.

The crack in the outside wall has not been reported by the Parish Clerk therefore a further e-mail has been sent highlighting possible future water ingress and asking that it is reported.

The guttering at the front of the building has again come apart, this has been reported to Persimmon Homes.

The floor in the main hall is to have some remedial work done but no contact has yet been made by Mi-space to discuss when this could be done.

P Joyce to suggest to the trustees that they go round and do a snagging list.

E Wyatt asked about the Nursery drawing on the wall outside hall 2B. Advised that D Earle had spoken to them asking them to refrain from doing this.

## **SOUNDPROOFING**

Mark Moran of Wiltshire County Council has been contacted and has suggested that we put up curtaining and use soft furnishing first before we look at retrospective soundproofing. P Joyce and a n other to go and look at Leehurst Swan's soundproofing much of which was fitted retrospectively. Two local companies to be contacted for a quote.

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## **WARRANTIES**

Not received. To be dealt with by Trustees

## **FIRE ALARM PRACTICE**

S Bradshaw agreed to test the fire alarm on a regular basis. Full practice to be undertaken whilst the nursery is open.

### **LESSON ON HEATING**

Half day training required. J Ayres to look at this. To be brought up with Laverstock and Ford Parish Council

### **AOB**

Burglar Alarm. It was suggested that the centre has a basic alarm. Contacts to be E Wyatt, J Ayres, S Bradshaw and K Kelly

The Nursery has asked for a rubber surface instead of the grass outside which they will pay for . This is to be brought up at the trustees meeting on Monday 25<sup>th</sup> January. The Management Committee were in full agreement to it being done.

The Nursery has also asked to put up a permanent Wendy House. This is again to go to the Trustees.

Partition wall in storage area in main hall to be discussed at next meeting.

DATE OF NEXT MEETING 25<sup>th</sup> February at 7.30 pm at the centre