

MINUTES OF THE MEETING OF OLD SARUM MANAGEMENT COMMITTEE THURSDAY 31ST MARCH AT
7.30 PM IN THE CENTRE

PRESENT: J Ayres (Chair), P Joyce, L Robinson, G Hayden and D Earle

APOLOGIES: S Bradshaw, E Herbert, E Wyatt and C Rosser

MINUTES OF LAST MEETING

The minutes of the last meeting were agreed as correct except for Treasurer's Report, paragraph 3 which was amended to read Licences obtained. PRS and PLL £288 and Umbrella license for films £186

TREASURER'S REPORT

In March the income was £1845.33 and expenses £1408 which included new tables and a storage rack for chairs. There is still a bill to be paid for the plumber who came on 30th March and for the PAT testing which took place in 29th March.

Income to the end of March is approx. £48,000 which included grants amounting to £20,000.
Expenditure is approx. £28,000.

Items still to be obtained:

Noticeboard for which a grant of £750 was received

Youth Club Grant of £400 donated by Aster

Date Projector

Painting of hall

There has been no joy in obtaining a bank account with a good interest rate in which to place £10,000 of the money in the current account

LETTINGS

Girls Love Fit is not returning after the Easter break due to lack of take up from the residents on the estate. They may reconsider and do yoga after the May holidays.

The Alzheimer's Society came to look at using hall 2A and although they really liked the centre needed at least four days a week in which to operate and wanted to use their own furniture. D Earle has e-mailed them to state four days are now available because of the sessions ending for Girls Love Fit and if they had problems obtaining other facilities to come back to us.

Unfortunately there have been two instances of someone coming into the building and going into halls 2A and 2B whilst sessions are taking place in the main hall. Regular users have been asked to ensure that once their clients are in the building they lock the main door until the end of the booking period. Other users who book an evening session are also to be asked to lock the main door once all their party are in. L Robinson to look at the cost of key pads for internal doors.

CLEANING

Our cleaner has now stated that she is no longer available to continue. D Earle has been covering the work on a voluntary basis but does not wish to continue. An advert has been placed on Facebook and P Joyce has spoken to one mum but she has not come back to her. There is a lady on Sherbourne Drive who ran a cleaning business and L Robinson will contact her to see if there is any interest.

Contact to be made with several companies regarding the possibility of cleaning the windows. JA and LR

NOTICEBOARD

D Earle has found a possible wooden noticeboard which she has discussed with P Joyce who also liked the look of an aluminium noticeboard in blue. Details of website to be forwarded to the committee for consideration. DE

LOGO

P Joyce brought in the logo for consideration. It was agreed that the edging should be changed to silver. P Joyce to return it to Sarum Graphics. D Earle to contact K Kelly to check if she obtained the book voucher for the child who designed the logo, if not she will obtain one. DE

PUBLICITY/WEBSITE

M Brazier to be asked to put favourable comments on the website. MB

L Robinson to look at setting up a Facebook page. LR

Valley News will be putting the advert regarding hiring the hall in the addition due out at the end of March. It did not go in earlier due to an error on their part.

SNAGGING

The final list of snagging prepared by the trustees dated 26th February has mainly been cleared.

The toilet in the Nursery has been repaired by a local plumber and costs met by the centre.

The wooden fascia timber cladding is meant to weather naturally to a silver grey colour. It has never been varnished and will not be recoated. P Joyce asked that consideration should be given to re-varnishing it. This is to be looked at again later in the year.

Mi-Space is contacting the company who fitted the heating cupboard to ascertain how it can be moved as PAT testing could not be undertaken.

FIRE ALARM PRACTICE

The Fire Alarm Policy has now been returned by K Kelly. G Hayden will look at it. GE

LESSON ON HEATING

The Parish Clerk has forwarded detail of the contractor for the boiler to J Ayres. J Ayres will look at this and try to obtain training on the heating and also look at the servicing of the boiler.

Post meeting note: Vaillant Boiler manufacturer has confirmed that a five year warranty is in place subject to the boiler being serviced annually. Service booked.

TRUSTEE ISSUES

The trustees had a meeting with the Chairman of the Parish Council who is supportive of the trustees in that the acoustics are an inherent problem. The Clerk to the Parish Council has forwarded the report from Hayes McKenzie Partnership Ltd to Persimmon and he is awaiting their comments and those of Ridge and Partners.

In the meantime P Joyce has obtained a quote from SRS details of which will be forwarded to all members of the committee and the trustees. A quote from Hush Boards is still awaited. G Hayden suggested that we have boards glued to the ceiling and mounting brackets on the walls.

ROLES OF MEMBERS OF COMMITTEE

There should be the following roles:

Treasurer

Lettings Officer

Building Maintenance Officer (this role is to manage maintenance tasks not to do them!)

A member of the committee to oversee these areas plus oversight of a cleaner.

A new treasurer is needed urgently to work with P Joyce who will be leaving in the summer as well as a cleaner. D Earle will continue as the Lettings Officer

ANY OTHER BUSINESS

Consideration should be given to taking down the signs for the automatic doors if they are not being used.

L Makasiale has resigned from the committee.

DATE OF NEXT MEETING

This has now been moved to 19th May as there trustees meeting is on 28th April.