

## Minutes of a meeting of the Trustees of the Old Sarum Community Centre

Thursday, 23rd June 2016 at 8.00 p.m.

Present: M Earle (Chair), J Ayres, P Joyce, B Wilson

Apologies: K Kelly

### 1. Minutes of last meeting

These were approved.

### 2. Paperwork

- Business Plan: it was agreed that, in future, the Management Group should produce the Business Plan, with the Trustees to approve it. The most recent Business Plan will therefore be the last one to be produced by the Trustees; next year's will be produced by the Management Group.
- Personnel Policy: P. Joyce provided this to the meeting.

### 3. Buildings

- Acoustics: HusH have been unsatisfactory so we are now working with SRS (Sound Reduction Systems), the company recommended by Wiltshire County Council. Sonata panels attached to the ceiling would appear to be the preferable option. We shall ask Laverstock and Ford Parish Council to undertake this purchase.
- Painting: tenders for the redecoration of the main hall and the two smaller halls were discussed. NJ Decor have estimated £1570 plus cost of a tower (around £160 per week) to redecorate with Dulux Diamond or paint of similar quality. It was agreed that this estimate should be accepted, and that the work should be done as early as possible in the school holidays.

### 4. Finance

P. Joyce produced a spreadsheet detailing the financial situation. The following points were noted and discussed:

- expenditure on utilities is very encouraging.
- some significant users have been lost: these include yoga group, triathlon club and zumba, and use by the youth club is now down to every other week because of lack of leaders.
- many items of expenditure were set-up costs which are unlikely to be repeated on anything like the same scale in any future year.
- A. Redman is going to take over as Treasurer; accounts will be audited by Moore Stevens.

### 5. Maintenance of outbuildings and building surrounds

- top has been ripped off the shed again. It was suggested that it should be repaired and painted with

anti-vandal paint.

- perspex on bike shed has been smashed by a child. The police were informed and the child's family seen by them. William, our maintenance man, who constructed the hoops, is going to seek an estimate for replacement of the perspex.
- nursery parents have asked if the play area might be extended; the Trustees reminded them that further grass will be available for play once Laverstock and Ford own the land that goes out towards the football field.
- Alabare are going to do an initial clear-up of the flower beds in the front of the Centre.

## 6. AOB

Sophie and Will are installed in the church house. They will produce the community news letter.

Joint AGM is to be held on 21st July.

Date of next meeting: 15th September 8.00 p.m.