

**Airmyn Community Association minutes of the meeting held at
Airmyn Memorial Hall, on Wednesday 11 September 2019 at 7:55pm**

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| 42/1920 | <p>Opening the meeting: The Chair reminded all attendees that all mobile phones should be on silent for the duration of the meeting.</p> <p>Present: Caroline Fox, Christine Healey, Phil Batten, Sue Hayward; Administrator, Rob Charlesworth (minutes). 3 members of the public.</p> <p>Apologies: Sylvia Scott, Matt Lynch</p> |
| 43/1920 | <p>Previous minutes approval: The minutes of the meeting held on 10 July 2019, circulated prior to this meeting, were approved (Proposed: C Healey; Seconded: P Batten).</p> |
| 44/1920 | <p>Declarations of interest on agenda items: None received.</p> |
| 45/1920 | <p>Public comments: children observed using outdoor facilities responsibly & polite.</p> |
| 46/1920 | <p>Ongoing issues:</p> <ol style="list-style-type: none"> 1. Fire doors: resolved to accept quote from EYS (Proposed: C Fox; Seconded: C Healey). 2. Hall floor: contractor visited to review current condition, updated quote for repairs sent & circulated. Information from public attendee that floor is concrete slab on piles. Resolved to get damaged area repair underway (Proposed: C Fox; Seconded: C Healey). |
| 47/1920 | <p>Administrator report: Updated quote from decorator just received, to circulate. Lighting in hall needs updating, C Healey recommended PIR control for hallway, Administrator already obtained 1 quote for this.</p> <p>Food safety: new 6 monthly cleaning schedule to start, initial estimate 12 hours to complete, accepted (Proposed: C Healey; Seconded: C Fox).</p> |
| 48/1920 | <p>Financial matters. An update on bank balances and account transactions was provided, reviewed and approved. Music licence renewal approved.</p> |
| 49/1920 | <p>Safety/security issues. None</p> |
| 50/1920 | <p>Any other business. P Batten enquired about contact for the builder used at the church, S Hayward commented that they have only used a structural engineer to date. S Hayward noted an enquiry from the junior football team for use of the outdoor field, resolved to allow use on a 2 month trial and pitch 'as seen', football team can carry out work including marking out the pitch.</p> |
| 51/1920 | <p>Next meeting agenda items: Lighting; Hall floor.</p> |
| 52/1920 | <p>Next meeting: Wednesday 9th October 2019 at Airmyn Memorial Hall.</p> |
| | <p>Members of the public asked to leave for the remainder of the meeting.</p> |
| 53/1920 | <p>Staff matters: All staff now completing sign in/out sheet (some minor issues). Time sheets not received from all staff – to follow up with staff member & Personel Committee. Clerk contract signed.</p> |
| <p>The Chair thanked everyone for their attendance and closed the meeting at 9.20pm.</p> | |

Signed by The Chair, C Fox Date: