

Minutes of the AIRMYN COMMUNITY ASSOCIATION meeting held at Airmyn Memorial Hall, on Wednesday 16 January 2019 at 7.55 pm

83/1819	OPENING THE MEETING The Chairman reminded Committee Members and the Public that, in accordance with Standing Order 71, all mobile phones should be turned off for the duration of the meeting.	
84/1819	PRESENT: The Chairman, C Fox; C Healey, S Hayward, A Jackson, P Batten, S Scott; the Administrator, R Charlesworth (minutes). Two members of the public.	
85/1819	APOLOGIES Apologies had been received from M Lynch.	
86/1819	TO APPROVE THE MINUTES OF THE ACA MEETING HELD ON 14 November 2018 The minutes of the previous meeting held on 14 November 2018 had been circulated prior to this meeting. The minutes were approved and signed by the Chairman.	
87/1819	DECLARATIONS OF INTEREST ON AGENDA ITEMS None received.	
88/1819	ONGOING ISSUES AND TO DECIDE FURTHER ACTION WHERE NECESSARY:	
88.1	PURCHASE OF SMOKE ALARMS No further update, but resolved to include in a review of the Fire Risk Assessment. Action: the Administrator to review the FRA.	
88.2	DEFIBRILLATOR It was agreed that defibrillator training for regular hall users would be beneficial, S Hayward had notified all users but had yet to receive any replies. C Fox suggested an invite to all villagers and had obtained training for free but would suggest donations invited to Macmillan Cancer with £20 from ACA. (Proposed: A Jackson; Seconded: P Batten).	
88.3	REFURBISHMENT OF THE HALL The blinds in the George Dales Room are due for replacement on 21 st January the hall side windows will be measured for blinds. C Fox commented on the entrance mats and the difficulty of keeping them clean Action: the Administrator to investigate costs for a monthly service contract	
88.4	German group visit Visit booked for Saturday 13 th – Wednesday 17 th April. Resolved to keep costs as 2018 at £750.00 (Proposed C Healey; Seconded P Batten).	
89/1819	FINANCIAL MATTERS AND PAYMENTS:	
89.1	M Lynch has documents, C Healey thanked S Hayward for producing latest invoices for hall hire.	
89.2	The following payments have been made: Staff wages P&J Jackson – window cleaning (3 month) The following payments require approval: Townends Accountants – preparing accounts Staff wages for January (to be paid in February)	£535.84 £90.00 £330.00
89.3	The final accounts need reporting to the Charity Commission by month end. Action: the Administrator to report to the Charity Commission.	
90/1819	MATTERS FOR INCLUSION ON THE NEXT AGENDA Refurbishment update, to include entrance mats	
The Chairman thanked everyone for their attendance and closed the meeting at 8.15pm.		
DATE OF THE NEXT MEETING: 13 February 2019 IN THE GEORGE DALES ROOM, AIRMYN MEMORIAL HALL		

Signed by The Chairman :

Mrs C Fox

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Date: