

**Airmyn Community Association minutes of the meeting held at
Airmyn Memorial Hall, on Wednesday 13 March 2019 at 8.35 pm**

100/1819	Opening the meeting: The Chairman reminded Committee Members and the Public that all mobile phones should be on silent for the duration of the meeting.
101/1819	Present: C Fox; C Healey, S Hayward, A Jackson, P Batten, S Scott, M Lynch; Administrator, R Charlesworth (minutes). Two members of the public.
102/1819	Apologies: M Lynch
103/1819	Previous minutes approval: The minutes of the meeting held on 13 February 2019 , circulated prior to this meeting, were approved and signed by the Chairman.
104/1819	Declarations of interest on agenda items: None received.
105/1819	Ongoing issues:
105.1	Fire Risk Assessment: Request for quotations in progress, C Healey suggested contacting Sykes Electrical. Action: Administrator to continue obtaining quotes.
105.2	Defib: S Scott reported defib at garage OK. Training to arrange later in year.
105.3	Hall maintenance: New blinds for sports hall to confirm and risk assessment to receive & review (Proposed: C Fox; Seconded: S Scott). Entrance mats: additional quote for 'lift & lay' cleaning service obtained and for replacements – to review after redecoration. Electrical works: quotes being obtained by Administrator. Decoration: S Hayward discussed with 1 contact. Action: S Hayward to get quote. 2 nd quote required, A Jackson suggested Jonny McFaul. Action: Administrator to follow up on above items.
105.4	Sports field: Football team still interested in using pitch. Conversion to artificial pitch not something committee have resources to investigate, but interested football teams welcome to investigate options.
106/1819	Financial matters. An update on bank balances and account transactions was provided and reviewed.
107/1819	Safety/security issues. Hall floor: a small area of flooring in the sports hall is damaged and has sunk. S Hayward recommended waiting for final report on monitoring before taking action. Action: Administrator to check on report due date (Proposed: C Healey; Seconded: P Batten). Hall security: Reports of anti-social behaviour in the car park and previous hall burglary discussed. Action: Administrator to obtain quotes for security cameras.
108/1819	Staff matters: One appraisal booked for 30/03. Discussed improvements required to weekly/monthly checks and records. Pay increase for all staff to follow ERNLLCA advice.
109/1819	Next meeting agenda items: None proposed.
The Chairman thanked everyone for their attendance and closed the meeting at 9.25pm.	
Next meeting: Wednesday 10th April 2019 in the George Dales room, Airmyn Memorial Hall.	

Signed by The Chairman, C Fox Date: