

**Airmyn Community Association minutes of the meeting held at
Airmyn Memorial Hall, on Wednesday 9 March 2022 at 9.30pm**

Public present: None
Opening the meeting: The Chair reminded all attendees that all mobile phones should be on silent for the duration of the meeting.
Present: C Fox (Chair), C Hewitt, S Scott, S Hayward, M Nundy & Administrator (A Hirst)
Apologies: None
Previous minutes: 9 February 2022 minutes approved as a true record by C Hewitt / 2 nd C Fox

Ongoing Issues:	
038/2021	Grant application for windows and door – Administrator advised works to commence 17/3/22, initially with replacement of entrance door. Administrator to keep committee up to date with progress. Action: Administrator - C Fox to meet with fire officer to receive advice as to which ‘first floor’ window is most suitable to be used as fire exit. Action: C Fox
28/2122	Kitchen Facilities – Resolved not to progress at this time. Proposed C Fox/2 nd S Scott. Closed
50/2122	New Lift – Administrator advised two further quotes have been requested and awaiting contractor(s) visit(s). Update at next meeting. Action: Administrator
56/2122	Fire Extinguishers Service – Administrator advised that the fire extinguishers service is booked for 28/3/22. Action: Administrator

New Issues:	
61/2122	Paediatric Defibrillator Pads – S Scott requested that paediatric pads be purchased for the ‘mobile’ defib unit held within the Memorial Hall building. Administrator advised cost and it was agreed by all committee members to purchase. Action: Administrator
62/2122	Chairman Role – It was discussed and resolved that the ACA meeting be held separately (following the Annual Meeting due to be held in May). The meeting will initially be held on the last Wednesday of the month and on a monthly basis (moving to bi-monthly). It was further resolved and agreed that C Hewitt would chair the meetings, once the new schedule is in place. The first ‘separate’ meeting will be held on 29 June 2022. Closed

Financial Matters	
63/2122	Bank Reconciliation and pending payments approved Proposed: C Fox / 2nd M Nundy <ul style="list-style-type: none"> a. Staff wages = £504.31 b. Utilities: electric = £153.94 / gas = £347.94 c. Airco (replacement wall heater) = £8,368.80 (split payment due to daily transaction limit) d. Airco (annual gas service for 2x Reznor heaters) = £884.16 Balance on HSBC current account as at 03/03/22 = £16,759.69
60/2122	Transfer of Bank Accounts – Administrator advised that the application has been submitted to NatWest to open a current account and a deposit account for ACA and confirmation has been received advising that it is being processed. Administrator to keep committee up to date with progress. Action: Administrator

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Safety/Security Issues	
31/2122	<p>Damage to Entrance Barrier – Administrator advised works to commence on 14/3/22. It was discussed to request the barrier be painted yellow and height restriction signage be reinstated. It was also discussed to purchase signage highlighting that beyond the entrance barrier you are entering a “PRIVATE” road and that access is only permitted for visitors to the village hall and leisure facilities. Administrator to research and keep committee up to date with progress.</p> <p style="text-align: right;">Action: Administrator</p>

Staff Matters	
	None

Next meeting agenda items:	
<p>Ongoing Matters: Grant Application for Hall Windows and Door (Administrator) Paediatric Defibrillator Pads (Administrator) Transfer of Bank Accounts (Administrator) Damage to Entrance Barrier (Administrator) New Lift (Administrator)</p>	

The Chair thanked everyone for their attendance and closed the meeting at 10.30pm.

Next meeting: Wednesday 13th April 2022 at Airmyn Memorial Hall