

Airmyn Community Association

Minutes of the meeting of the Airmyn Community Association meeting held on Wednesday 1 July 2015 in the R. L .Walker room, Airmyn Memorial Hall at 7pm.

Present were Mrs H Cowling, Mrs R Lowe, Mrs R Shelton, Cllr, J Peake and the Administrator.

Public present: None

34/1516 Election of Chair for the coming year. Resolved Mrs H Cowling be elected. Signed Declarations of Office from H Cowling, R Lowe, RShelton. Register of interests next meeting.

35/1516 Apologies for absence were received from EJohnson, LCrossland Clarke.

36/1516 The minutes of the meeting held on Tuesday 2 June 2015 were not approved and will be carried forward to the next meeting.

37/1516 To receive declarations of Interest on agenda items (existence and nature of interest must be declared and recorded). None recorded.

38/1516 Membership of the committee.

Cllr J Peake and Cllr Crossland Clarke as parish councillors.

39/1516 Ongoing Issues

39.1 Publicity leaflet/Marketing.

After discussion it was agreed to leave publicity until the new kitchen is completed.

Resolved: R Shelton to be in charge of marketing.

39.2 Kitchen update R Lowe and R Shelton. Wren have provided an updated quote as has Stanley Falkingham. Mr Falkingham had quoted for the doors on the existing units to be replaced and to install new units. The committee were also informed that Howdens kitchens provide free kitchens to village halls and schools. R Lowe had obtained one quote for painting the kitchen walls and was to contact M Clark, decorator for a second quote. Painting quote from Chris Sykes £450 +£95 in diamond eggshell.

Resolved: to approach Howdens kitchen's for a free Kitchen.

39.3 Jobs list for hall maintenance. Administrator to compile. Basic Health and Safety Course, ROSPA course for playground to be priced.

Chair _____

Date _____

39.4 Chair to sign Bowls Club lease. Resolved the lease to be approved for the coming year and to be sent to the Bowls club for signing.

39.5 Trustees report to be signed 31 March 2014.

Resolved: all 3 signatures to be on the report.

40/1516 Financial matters and payments:

40.1 Bank reconciliation up to 30 June 2015 presented to the committee.

40.2 New cheque signatories to be appointed H Cowling, R Lowe and R Shelton.

41/1516 Payments for Approval

The following payments were approved and cheques signed at the end of the meeting:

41.1 Cleaner Payment

41.2 Caretaker Payment

41.3 Recharge clerks wages from Airmyn Parish Council.

41.4 Elcocks £19.14.

41.5 Arcade Electrics £62.09

41.6 S Maw No deposit returned for the wedding and no contact made.

41.7 Greenworks £288 Annual payment.

41.8 HMRC 3 month's payments Tax and NI.

41.9 G Fillingham

42/1516. New Issues Raised

42.1. Resignation of Cleaner. Resolved the committee advertise the position in the newsletter or approach someone directly.

Resolved to pay the committee if no one found for the role. The administrator has prepared a new time sheet for caretaker and cleaner. Resolved to remind the Caretaker of his responsibilities for the hall and play area. To advise of ongoing issues.

Chair _____

Date _____

42.2. Caretaker/Cleaner role to be combined. Resolved to move forward with a temporary cleaner but advertise for Cleaner/Assistant caretaker in the future.

42.3 New proposals and price increases for lettings. As part of the committee's review of the hire charges R Shelton had investigated those charged for events within the area and gave examples of these. Goole Leisure Centre rates are

Badminton £9.60 per court per hour

5 a side football £37.60

Sports children birthday party £48

No wedding fayre held. Weddings and Christenings held.

Resolved: R Shelton to look into the hire prices for the Hall, Kitchen. Review all associated costs. Prices have to reflect our current charges.

42.4 Disposal of Waste following events.

The hirer of the hall is asked to remove all rubbish after their event. In some cases this is not happening and has caused problems for the hall staff.

Resolved: The Administrator to obtain prices for extra rubbish collections from ERYC.

42.5 Health and Safety issues. Next Agenda.

42.6 Stones on the roundabout. These appear to have been moved by persons unknown. A nearby resident damaged her car using the roundabout as a turning circle. The roundabout is not an adopted road and should not be used for this purpose. The stones are to prevent unauthorised access to the grassed area as damage has been sustained in the past.

Resolved: to place the stones back in their original place.

42.7 ACA events checklist. A discussion was held regarding the use of deposits when bookings for the hall and field facilities are made. It was also felt that the full amount of hire charge should be paid within a stipulated time of the event taking place.

Resolved: every hirer must pay full amount in advance.

42.8 Hire of tables to Rotary for September event. The committee were of the view that it would be difficult to keep a check on the tables and that these assets would in time disappear. Two trestle tables have gone missing and these were not hired out.

Resolved: to refuse the request.

42.9 The cleaner had reported that the bottles of hand wash, provided in the toilets, disappeared regularly. The chair suggested that soap dispenser units should be purchased and so remove the problem.

Chair _____

Date _____

Resolved: to obtain prices for soap dispensers with a view to installing them.

42.10 Limestone.Next Agenda.

43/1516Matters for inclusion on the agenda for the next meeting.

Caretaker roles/priorities.

Inspections of play area.

Health and Safety Issues arising from appraisals

44/1516 10 minutes for members of the public to speak.

None present

45/1516Date for the next meeting

5 August 2015.

Signed

Mrs H Cowling

Chair _____

Date _____