

Airmyn Community Association
Administrator Mrs N Ingleton
22 Field Road Crowle Scunthorpe DN17 4HP
07557 166909 email airymnca@gmail.com

31 March 2016

Dear Councillor/Committee Member

You are summoned to attend the next meeting of Airmyn Community Association to be held on Wednesday 6 April 2016, in the R. L .Walker Room, Airmyn Memorial Hall at 7.10pm.

Agenda

Public present:

- 1 Mobile phones to be switched to silent mode.
- 2 To confirm the minutes of the meeting held on Wednesday 2 March 2016 are approved and signed as a true record.
3. To receive declarations of Interest on agenda items (existence and nature of interest must be declared and recorded)
4. Ongoing issues.
 - 4.1 Terms and conditions. Amendments to Hall hire agreement.
 - 4.2 Grant received £6500 for the kitchen. Per P Varney Groundwork a business resilience plan has to be prepared by the committee to ensure maximum funding and use of the hall is secured for the future. This has to be formulated before he will apply for any grants on the halls behalf. Equipment to be prioritised, the dishwasher has been repaired by A Thompson.
 - 4.3 Update re rent of office space.
 - 4.4 Electrician to start works in the kitchen and hall. Monday 5 April.
 - 4.5 Fund raising update.
 - 4.6 Fire latches/doors. No new fire doors needed but a joiner required to fill in the gaps between the fire doors and front door. Prestige services inspection last week highlighted this. L Crossland Clarke attending the hall on 5 April to advise on Health and Safety. Will check floor, curtains, carpet, playground and a hirers list of things to do.

Chair _____

Date _____

- 4.7 Removal of the gas cookers. Selling redundant equipment. Sale of carpet.
- 4.8 Greenworks service agreement we can reduce the number of bins down to two with appropriate notices in the building. £120 contract to sign.
- 4.9 Vending machine.
- 4.10 German visit next year. Price to be confirmed for hire next year.
- 4.11 Orchestra update also Football Tots.
- 4.12 Ceiling damage. A free pole has been donated to the committee however the German visitors caused damage. The electrician will hopefully sort.
- 4.13 Football bookings/two pitches. The grass has been cut. Administrator trying to organise a roller for the outside grassed area. ERYC no not carry out this work neither do Goole Town Council. An order given for a contractor to carry out the work in the next couple of weeks. Drainage issues highlighted.
- 4.14 Booking contract

5 Financial matters and payments:

5.1 Bank reconciliation up to 31 March 2016 presented to the committee.

Revised Budget projections for 2016/2017 presented.

6. Payments for Approval

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

6.1 Caretaker Wages plus February overtime.

6.2 Cleaner Wages.

6.3 Carlisle DIY £64.20.

6.4 Recharge wages March to APC.

6.5 Elcocks £33.18. Toilet rolls.

6.6 A Thompson licence ERYC £21 plus Tesco drinks order £81.50.

Chair _____

Date _____

6.7 N Ingleton Dishwasher detergent and dishwasher rinse. £18.99
Health and Safety poster £12.95 Total £31.94.

6.8 Prestige safety Services.

7 New Issues Raised

7.1. Weekly check list. A Thompson identifying that the committee is to prepare a comprehensive check list and carry out these duties.

7.2. Bowls club tree overhanging. Quote £280. Is any recharge to be made to the bowls club. Bowls club lease to be price for this year.

7.3 .Thanks D Galloway and C Goddard for recent assistance when the German visit took place.

7.4 Training for Caretaker and Cleaner. Both given an overview by Prestige on the 24 March for the fire checks and machinery. Manual handling training advised for everyone.

7.5 Drain on car park.

7.6 New fire signs, directional signs required. Prestige can supply notices where the first box is located. Green signs.

7.7 Watercourse J Bell.

7.8 .Caretaker new employment. Implications for the committee.

7.9 Additional hours for the administrator.

8. Matters for inclusion on the agenda for the next meeting.

9 10 minutes for members of the public to speak.

10 Date for the next meeting

4 May 2016.

Chair _____

Date _____

Nichola Ingleton
Administrator

Chair _____

Date _____