

# Airmyn Community Association

Airmyn Memorial Hall, Woodland Way, Airmyn, Goole DN14 8LY

7 November 2018

Dear Councillor

Your attendance is requested at the meeting of Airmyn Community Association to be held on Wednesday 14 November 2018 at 8.15pm in the George Dales Room, Airmyn Memorial Hall.

Public Participation: Members of the Public may raise subjects which they wish to bring to the attention of the Community Association. Suitable issues will be placed on the next agenda for discussion.

## AGENDA

1. To remind everyone present that all mobile phones should be turned off for the duration of the meeting.
2. Apologies for absence.
3. To approve the minutes of the last meeting held on Wednesday 10 October 2018 and to sign as a true record.
4. To receive Declarations of Interest on agenda items (existence and nature of interest must be declared and recorded).
5. To receive information on the following on-going issues and decide further action, where necessary:
  - 5.1 Ceiling Tiles
  - 5.2 Purchase of Smoke Alarms
  - 5.3 Container at the rear of the Hall
  - 5.4 Defibrillator - training for Hall users
6. To consider additional security measures for the building.
7. To consider refurbishment of the Hall, including new blinds for the George Dales Room and sun blinds for the main hall.
8. Financial matters:

To accept the bank reconciliation up to 31 October 2018.

To approve the following payments:

A & F Consulting Engineers – subsidence monitoring	£204.00
A & F Consulting Engineers – advising re insurance claim	£120.00
KSP Tooling Ltd – paper towels & toilet rolls	£44.74
Henry Jubb – electrical work & fitting defibrillator	£325.36
Reimburse Administrator for purchase of landline handset	£39.99
Recharge of staff costs for October	tbc
Staff November wages	£535.84

To approve any invoices received since publication of the agenda and falling due before the next meeting.

To accept final accounts for 2017-18 (C Fox & S Hayward to sign).

9. Staff matters:           To consider any issues arising from staff appraisals.  
                                  To consider out-of-hours contact provision.
10. Matters for inclusion on the Agenda of the next meeting.
11. Date of next meeting: Wednesday 12 December 2018 at 8.15pm .