

Airmyn Community Association

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

November 2021

Dear Councillor,

Your attendance is requested at the meeting of **Airmyn Community Association** to be held at Airmyn Memorial Hall on **Wednesday 10th November 2021 at approx. 8pm**

AGENDA

1. Public participation: the public may attend the meeting. To raise subjects which they wish to bring to the attention of the Community Association they should email airmynca@gmail.com at least one week before meeting date. Suitable issues will be placed on the next agenda for discussion.
2. Open meeting, receive apologies for absence and remind attendees that mobile phones should be silent for the duration of the meeting.
3. Approve the minutes of the meeting held on Wednesday 13th October 2021.
4. Items closed since last meeting:
 - 4.1 22/2122 – Office Privacy – blind installed 18/10/21
 - 4.2 26/2122 – Hall Lift Repair – Contractor completed works 21/10/21
 - 4.3 040/2021 – Jubbs – electrical works ‘thank you’ receipt received from C Hewitt and reimbursed
 - 4.4 Administrator has completed (and submitted) check on the defibrillator at the Hall 4/11/21
5. On-going Issues:
 - 5.1 038/2021 - Windows and Door Replacement (£5400+VAT) – Administrator
 - 5.2 27/2122 – Hall Deep Clean Quote – Administrator
 - 5.3 28/2122 – Kitchen Facilities Upgrade – Administrator
 - 5.4 31/2122 – Damage to Entrance Barrier (awaiting quote) – Administrator
 - 5.5 35/2122 - Fire Alarm and Emergency Testing – S Hayward
6. New Issues:
 - 6.1 Lift Replacement Rollers (quote £459.60) – Administrator
 - 6.2 Hall Bookings – C Fox
 - 6.3 PPE – Administrator
 - 6.4 Wall Heaters Servicing (11/11/21 - quote £780.00) – Administrator
 - 6.5 PAT Testing (11/11/21 - approx. £150.00) – Administrator
 - 6.6 Boilers Servicing (awaiting final quote) - Administrator
7. Financial matters:
 - 7.1 Bank reconciliation & pending payments to approve:
 - a. Staff wages = £533.26
 - b. Utilities (gas/electric) = £131.42 / £118.31
 - c. ERYC (car park lighting) = £113.42
 - d. Jubbs (EICR and emergency testing) = £2592.00
 - 7.2 Balance on HSBC current account as at 2/11/21 = £10,942.55
 - 7.3 ACA Credit Card
8. Safety/security Issues:
 - 8.1 38/2122 – Sports Hall Floor Surface – Administrator

Public requested to leave for this confidential item.

9. Staff matters – Personnel Committee

Date of next meeting: **12th January 2022 at approx. 8pm**