

# KENN CENTRE MANAGEMENT COMMITTEE

Minutes of a meeting held Thursday 13<sup>th</sup> June 2019 at 7.30 pm

NO	MINUTES	ACTION
1.	<p><b>Attending:</b> Peter Vickery (Chair), Mark Dowse, Dom Jinks, Neil Woodward</p> <p><b>Apologies:</b> Elizabeth Harman, Simon Preece, Jackie Sands, Ben Stretton.</p>	
2.	<p><b>The minutes of the Meeting</b> held on the 4th April 2019 were agreed by the Committee and signed by the Chair as a true record.</p>	
3.	<p><b>Matters Arising</b></p> <p>(a) NW confirmed that the electric supply to the summer- house has been disconnected.</p> <p>MD also confirmed that Rod Hall will remove the summer-house in due course.</p> <p>(b) PV informed the meeting that he had contacted Hannah Koeller to ask her to ensure that all correspondence, social media and advertising for Speaking Sense, shows clearly that the Kenn Centre is simply a clinic venue and not the administrative base.</p>	
4.	<p><b>Correspondence -</b></p> <p>No correspondence has been received since the previous meeting.</p>	
5.	<p><b>Treasurer's Report</b></p> <p>In EH's absence, the Chair presented the Treasurer's report as follows;</p> <p>(a) For the period ended 4<sup>th</sup> April 2019, income stood at £22,108 with expenditure at £18,691 giving an operating surplus of £3,416.</p> <p>(b) There were no additional financial matters.</p>	

6	<p><b>Fire, Health and Safety</b></p> <p>(a) <b>Accident Book</b> - There has been one entry in the accident book since the previous meeting. A member of the Pickle Ball club suffered a trip. No major injury was sustained and there is no suggestion of fault attributed to the Centre.</p>	
7	<p><b>Upkeep of the Hall</b></p> <p>(a) <b>Milford Room Floor</b> - PV confirmed that Kennbury Carpentry are able, and willing, to satisfy the requests for a warranty on the replacement of the Milford room floor. Work is expected to commence in August.</p> <p>(b) <b>Exterior Beams</b> - Work has commenced on this scheme and is expected to complete within a week, weather permitting.</p> <p>(c) <b>Milford Room Decoration</b> - A quote from BS is still awaited</p> <p>(d) <b>General Grounds Maintenance</b> - PV stated that Johnny Gosling is arranging the required insurance cover, following which, he will supply a quote for maintaining the grounds and paths.</p>	BS
8	<p><b>General Reports</b></p> <p>(a) <b>Capital Schemes - Staging and Seating</b> - MD has been in contact with a supplier of seating and staging, who is willing to provide an on-site demonstration. MD will liaise on behalf of the committee.</p> <p>DJ agreed to investigate the possibility of introducing stage curtaining.</p> <p>(b) <b>Rubbish</b> - PV reported that he had contacted the Police who suggested he contact Teignbridge DC, which he has done via e-mail, attaching a photo of the rubbish in question. No response has been received to date. In the meantime, the vehicle in question has been seen at a nearby Garden Centre. The rubbish has been removed but it is not clear whether this is due to TDC intervention or by the perpetrator following social media activity.</p> <p>(c) <b>Website and Social Media</b> - There was nothing additional to report.</p> <p>(d) <b>Play park Scheme</b> - PV and DJ reported that the Parish Council has made a bid to purchase the fields adjacent to the planned Community field. They will continue to attend the working group meetings on behalf of the Centre.</p>	MD DJ PV/DJ

9	<p><b>Any Other Business</b></p> <p>(a)NW informed the meeting that the dishwasher is continuing to cause problems. He agreed to contact Bartletts to arrange either a repair or a replacement.</p>	NW
10	<p><b>Date of Next Meeting</b></p> <p><u>Thursday 8th August 2019, at 7.30 pm, at the Kenn Centre</u></p>	All

Signed: \_\_\_\_\_  
 \_\_\_\_\_

Date: