

KENN CENTRE MANAGEMENT COMMITTEE

Minutes of a meeting held Thursday 8th November 2018 at 7.30 pm

NO	MINUTES	ACTION
1.	<p>Attending: Peter Vickery (Chair), Elizabeth Harman, Dom Jinks, Peter Phillips, Simon Preece, Jackie Sands, Sue Westwood.</p> <p>Apologies: Neil Woodward</p>	
2.	<p>The minutes of the Meeting held on the 27th September 2018 were agreed by the Committee and signed by the Chair as a true record.</p>	
3.	<p>Matters Arising</p> <p>There were no matters arising.</p>	
4.	<p>Correspondence - No correspondence has been received since the previous meeting.</p>	
5.	<p>Treasurer's Report</p> <p>EH presented the Treasurer's report as follows;</p> <p>(a) EH reported that, for the period ended 8th November 2018, income stood at £33,360, with expenditure at £23,890, giving an operating surplus for the year to date of £9,470.</p> <p>There are a number of debtors, most of which do not represent a level of risk. However, Allied Healthcare has two outstanding invoices and has recently gone into administration. EH is monitoring the situation. In the meantime it was agreed that no more bookings should be taken from Allied Healthcare.</p> <p>(b) The amount payable for the parking space just outside the Centre's entrance is outstanding. This amount was payable by Mr and Mrs Johnson, when they owned 1, Beers Terrace. This property is now owned by Mark Partridge and it is unclear whether he is aware of the arrangement. PP agreed to speak to him.</p>	<p>EH</p> <p>PP</p>

6	<p>Fire, Health and Safety</p> <p>(a) Accident Book - There has been no entry in the accident book since the previous meeting.</p>	
7	<p>Upkeep of the Hall</p> <p>(a) Plumbing Problems - There are still problems with two toilets in the Ladies WC plus a faulty tap in the kitchen. It was agreed to seek a Plumber to carry out the work required.</p> <p>(b) Milford Room Decoration - Still awaiting a quote from Ben Stretton. DJ agreed to follow this up</p> <p>(c) Exterior Beams - The Kennbury Carpentry team have agreed to carry out the work in the New Year</p> <p>(d) Rubbish Bin - The lock for the large rubbish bin remains an outstanding issue.</p> <p>(e) Playbox Electrics - There has been a problem with the electricity supply to the Playbox Building. The Parish Council has been dealing with it and it was agreed to wait to hear from the PC if any action from the Centre was required.</p>	<p>DJ</p> <p>NW</p> <p>SW</p>
8	<p>General Reports</p> <p>(a) Capital Schemes -</p> <p>Children's Chairs - PV has found a like for like replacement for the children's stacking chairs. It was agreed to purchase 24.</p> <p>(b) Website and Social Media - There was nothing additional to report.</p> <p>(c) Play park Scheme - PV has attended a meeting of a Parish Council working group which is investigating the possibility of constructing a play park on land adjacent to the Centre. Whilst generally supporting this additional community amenity, the Committee was concerned about the possibility of unaccompanied children entering the Centre. These concerns are particularly about safeguarding issues plus the potential for disruption to other Centre users. PV agreed to ensure that the working group was informed about the Committee's views.</p>	<p>PV</p> <p>PV</p>

9	<p>Any Other Business</p> <p>(a)JS mentioned that the garden area by the Centre's entrance was in need of some attention. It was agreed to approach the gardening contractor about this.</p>	
10	<p>Date of Next Meeting</p> <p><u>Thursday 7th February 2019, at 7.30 pm, at the Kenn Centre</u></p>	All

Signed: _____

Date: