

Bear Green Community Association

Minutes of the meeting of the Executive Committee

Thursday 10th July 2014

Present: Pam Marsh (Chair), Angie Love (Treasurer) Barbara Steadman-Allan, Maria Young, Merv Young, , Debs Mansfield, Joan Wigham, Michelle Watson

Apologies:, Mark Treliving, , Alan Smallwood, Valerie Holmwood

Welcome – Pam opened the meeting and thanked everyone for coming and thanked Barbara for inviting us to the Vicarage for the meeting.

Minutes of last meeting: Signed as a correct record

Treasurer's Report

Bank Balances

Current a/c	£1727.08
Saver a/c	£895.54
Bonus Saver a/c	£625.73
BGCA Hall Fund	£2841.52
Petty Cash	£1700 - cash still to be banked from Summer Fair
	£7789.87

Savings accounts have been depleted to pay BIFFA £5100 for the grant to be completed.

MVDC have paid for the consultation session ref Additional Housing BG09 on 2 July and have confirmed that there was an admin error and the payment for Polling Day 22 May will be paid next week.

Summer Fun Day-Cheque received from Ice Cream Man for £31

Jumble Sale - Choice Textiles sent replacement cheque for recycled jumble £16.55 as original lost in post.

Have received money £30 from Leatherhead and Dorking Citizens Advice bureau for their 2 sessions May & June

Unfortunately some advertisers from the Summer Fair have not been invoiced for their program adverts so needs to be done ASAP

Still no bill from British Gas so not sure on current electricity costs.

Social Committee Report

The fun day had been a success, Pam thanked Debs for all her hard work organising the day. General feedback from stall holders had been positive. It was decided to organise a BBQ for the helpers on 5th September– Debs to design the invite – RSVP to Maria who will liaise with Pam re numbers and food.

Date for next year – 13th June 2015 – it was decided to give the tombola a bottle theme – all of the committee asked to start collecting for it.

Great Turners Wood Report

Gatwick Greenspace have been in and laid chippings on the paths. The grass in the middle is very long and Michelle has contacted the Housing Association who are going to arrange to have it cut.

Project Overhaul

The building work will hopefully be starting soon but this all depends on the lease being finalised with Mole Valley, until this happens there can be no further progress. The new extension will incorporate a couple of existing parking spaces.

The outside work will take place first which will have little impact on our regular hirers - the library door will have to be used as the main entrance and Pam, Merv and Alan are going to look into the possibility of installing a hand rail. Pam has asked Mark, she will speak to Mark again to see if he can do it before September. The lunch club storage will have to be moved to cupboard by the hatch.

Pam showed everyone a copy of the plans – she Julian and Peter have a meeting with Richard Burroughs at Mole Valley tomorrow.

Replacement of the hall floor will hopefully be happening in the New Year.

Library

Visitors – We now have a number of regular users (guestimate 20), visitors appear to choose indiscriminately between the book swap and the library books. Visitors are also beginning to

ask volunteers for information ranging from how much it costs to hire the hall, where can I find a dolls hospital.

Publicity – A5 flyers advertising the library have been produced and are being distributed door to door in Beare Green by library volunteers. Information about the library opening hours are appearing in the Parish magazine and in the July issue Debs has inserted information about the story times to take place on Friday morning during the summer holiday, further publicity will be produced for this in July. The Library has a Face Book page which is lined to the BGCA website.

Book stock – After a small survey of library volunteers and users reading habits it was decided that non-fiction should be included in the book stock. A selection on non-fiction and suitable shelving were supplied by Surrey County Libraries. All the hardback fiction was changed in June and the paperback fiction is due to be changed in July, refreshing our stock ready for the summer.

Volunteers – Two volunteers have left and moved out of the area and three other volunteers are not able to commit as regularly as anticipated due to personal circumstances. Therefore some advertising is being prepared to seek another one or two volunteers to help cover the opening sessions.

Risk Assessment – the Risk Assessment form has been updated, work has been done on the door and heating to reduce risk of injury to volunteers and users. One new risk has been identified – shelves not attached to the wall. All single bay shelves are now attached and ways to secure the double bay is being considered by the BGCA committee.

Correspondence

We have had an e-mail from Surrey Clubs for Young People to ask whether we could work together to provide activities for the young people of Beare Green. Michelle offered to contact them for further information.

Mole Valley has sent out a list of dates to invite local Residents Associations to a meeting – Pam has replied giving dates she is available.

Fundraising ideas

There is a need for us to raise more funds in the coming year. General discussion took place and dates arranged as follows:

Quiz night with fish and chip supper – 13th September 2014 – raffle prizes needed please.

Jumble Sale – 11th October 2014

The Xmas fair was discussed but COBRA have already booked the hall for their Xmas Fair so we will think of another Christmas event, possibly on 22/11

It was also decided to organise a “Buy a brick” for the new extension – these would be priced at £5. Debs will look at designs for implementation and advertising.

Maintenance

Ongoing to deal with are

the leaks in the roof into the cupboards

the leak in the entrance hall of the toilets

Handrail and temp ramp for front entrance for building works

Update on lease and constitution – as we are now a Charities Incorporated Organisation Pam reminded everyone to ensure they read through the documents that relate to Trustees and their responsibilities that she had forwarded to them, and to make sure they had read through the new constitution

Any other business

Concern has been raised about the fisherman parking on the grass next to the pond – one of whom has been seen driving up the footpath. Posts have been put by the notice boards and Michelle is going to ask the Parish Council if small posts could be put on the verge. The fishing club are going to be asked to dissuade their members from parking there

Date of Next meeting: Thursday 4th September 2014 7.45 p.m.

