

Beare Green Community Association Meeting

Tuesday 13th September 2016

Trustees Present: Angie Love (Treasurer), Maria Young (Secretary), Peter Hewitt, Alan Smallwood, Merv Young, Barbara Steadman-Allen,

Residents: Joan Wigham (Booking Secretary)

Associate Members: Valerie Homewood, Michelle Watson, Lyne Ford

Apologies: Pam Marsh, Andy Marsh

Welcome : Merv chaired the meeting in Pam's absence, he opened the meeting and thanked everyone for coming.

Minutes of last meeting: signed as a true record

Matters arising: Acoustic Panels - Peter to arrange a date to visit Capel with Pam when she returns from holiday. We may need to consider panels for the front hall as well.

Duck House – since the meeting Merv has spoken to the fisherman and they are quite happy for the duck house to be put on the pond island.

Treasurers Report

Bank Balances

Curr A/c	£140.24
Saver	£0
Bonus Saver	£1034.45
Hall Fund	£753.78
Trustee a/c	£1898.54
Trustee Saver	£7179.98
Total	<u>£11006.99</u>
Petty Cash	£585

Therefore cash available for general hall running costs is £5596.99. This allows for the Wates Grant of £3160 and the Gatwick Airport Trust donation of £2250 that we have received for the hall windows

Payments

£1498.50 paid to Dorking Windows as deposit for new windows

British Gas (electricity) monthly payment has gone down to £163. Will take a reading tonight and update online to see if we need to increase payment ready for winter.

Peter has kindly donated the money for the handrail for the disable entrance of £268

Richard the cleaner was paid £260 for August. He is charging £50 per week plus extra for internal window clean. Hilary did 8 hours for Aug and will do 3 hours per week in the future.

Paid Viking £59.98 for paper towels, should last about 2 months

Income

Slimming World has not yet paid for his stall at the Summer fair.

Little Bears have paid £91.80 into our old current account on 6 Sept.

Reiki paid £478 and Pilates £168.30 for autumn term

Angie apologised for still not submitting Gift Aid and was seeking further assistance from Pam

Following the treasurer's report discussion took place about the increase in the cost of cleaning – all agreed that the hall is now much larger and the cleaning is scheduled to make sure that the hall is always ready and clean for the hirer's. Joan said she has had no further complaints about the cleanliness of the building. Michelle said that the hall is exceptionally clean when they use it on a Friday night.

Our present contract for electricity finishes in March 2017 – we will need to look at what deals are available. Alan asked whether our tariff was a standard one. Angie said it was a fixed non variable. Merv asked Angie if she could produce an updated version of the graph showing our electric consumption for the last year.

Bookings Report

All going well – Joan reported that she has had a few enquiries for private parties.

She has been approached by Steve Cooper who is part of the fishing club asking if there was any possibility of them having a key to enable them to use the toilets during fishing competition days. After a lengthy discussion it was agreed that they could have a key with certain conditions: a) we would ask for a donation to cover the cost of cleaning the toilets; b) that Steve Cooper was responsible for the key and ensuring that the hall was kept locked, and; c) there would be a six month trial period.

Village Matters

Michelle said that she had done a walk around the pond with representatives from Mole Valley. They were very reluctant to get involved with clearing around the pond as they said it was part of the tenancy agreement with the fisherman that they maintain the area around the pond. Michelle told them that we have spent a substantial amount of money on the building and do not want the trees overhanging it. Mole Valley are sending out a team 12th-15th September to trim the willow on the edge of the park and reduce in size the dead oak in the playground. They will be leaving the wood chippings so that they can be spread on the path around the pond – volunteers are needed to help with this. Alan offered to have a look at what needs cutting back to ensure we do not lose the view from the large window to the pond.

Michelle said that Surrey Highways have attached notices to lamp posts along the Horsham Rod informing residents about the parking restrictions that they are proposing to enforce – there is a website for information and opportunity to respond to the proposals. Merv asked if this was instead of the proposals

for the car park in the Neighbourhood Development Plan – Michelle said that the NDP was still in its draft stages and the car park mentioned in the plan was actually for the Doctor's surgery not the railway station.

Dumping of Rubbish – Merv said that since the tip has restricted hours and shut on Tuesday there seems to be more fly tipping going on around the village. Michelle said that according to the incidents reported there has been no significant increase.

Project Overhaul

Overspend on front hall – Pam has been sent notification from Mole Valley of an overspend – according to Corniche the arch incurred extra expense– she has asked Mole Valley for a breakdown of the costs of this as there were certain items on the original quote that were not done but were still included in the final invoice. No response has been forthcoming from MVDC Solicitors to date.

Windows – Dorking Window Company are coming on 13th/14th/15th October to fit the new windows in the main hall, kitchen, committee room and store rooms. This is the only date that is available due to the fact that the large window for the front hall will come direct to the hall from the manufacturer due to its size, and extra man power would be needed to install it. Joan said she would cancel the Pilates Group on the Thursday morning and it should not affect any other hirers over the three day period, as Dorking Windows will work around them as much as possible.

Maintenance

Peter said that the heating engineer had met with him Pam and Ken from Mole Valley on 10th August. He fired up the system and showed all was working. He will be sending Pam handouts of instructions on how it works and what to do if there is a problem.

Committee Room – this is now finished – Peter and Merv have put up the new ceiling tiles, laid the carpet tiles, and installed the interactive white board and LED lighting. Everyone commented on how good it now looks and big thank you to Peter and Merv for all their hard work.

Fire Inspection – Merv has arranged for a Surrey Fire & Rescue Officer to come at 11 am tomorrow to do the inspection. Merv and Peter will be present.

Front door handle – the right outside door handle has been broken – it was discussed if we actually need a handle on that side. Merv and Peter are to check with the Fire Officer.

PAT testing – Peter said that all the portable appliances in the building had been PAT tested. An extension lead and one of the hostess trollies have been disposed of due to electrical faults. Peter informed Michelle that her Youth Club equipment was checked as well. Thank you to Peter for organizing this.

Glass Roof – there is a slight leak on the glass roof in the corridor – Alan said that the flashing probably needs re aligning.

Forthcoming Events

Jumble Sale – 15th October 2016 10 am – 12. Jumble drop off and sorting Friday 6 – 8 pm. We will need our usual band of helpers – Valerie said her and Maurice will be available. We will need cakes for the refreshments please. Maria offered to arrange the left over clothes to be collected and to do the posters and banners. Concerns were raised as to whether we would be able to continue with jumbles if we had problems disposing of any bric-a-brac and toys, that didn't sell, at the tip. Michelle said that it was only

building and DIY waste that was being restricted or a charge made for, and offered to accompany us to the tip if required.

Christmas Quiz – 26th November 2016 7 pm for 7.30pm. Agreed to keep the tickets at £12 to include food. Merv and Maria offered to run the bar, there will be a raffle – donations of prizes needed please. Food – jacket potatoes and chilli/vegetable chilli and salad. Apple pie/cream for pudding. Advert will be put in the Parish Magazine.

New Year's Eve Celebration – Peter had prepared a flyer to distribute to ascertain the viability of putting this on. Barbara agreed to include it with the Parish Magazine. Tickets would be £15 for adults and £5 for children under 12 to include food. Bring your own drink but we will also run a bar and a raffle. Peter has asked for responses by 30th October so that we can discuss the viability of the evening at our next meeting.

Fun Day 2017 – this will be 17th June 2017 – to be discussed at next meeting.

Any other business

Building insecurity – there has been two instances in the last week when the hall has been left unlocked, and on one occasion the Trustees' office was left open. Maria is going to email the trustees and cleaners to remind them to ensure the whole building is locked when they leave. Joan to remind the regular hirers.

Bikes in the building – Peter reported that the corridor walls are getting badly marked by youngsters bringing their bikes in. Michelle said that she has now told the Youth Club not to bring any bikes or scooters with them on a Friday night.

Fire Exits – discussion took place about using the fire exit door in the front hall – Merv and Peter to discuss this with the Fire Officer.

Charities Commission – Peter said that that our details on the Charity Commission website have not been updated and that the old trustees are still shown. We will ask Pam to do this on her return from holiday.

Date of next meeting to be advertised in Parish Magazine – Maria said she would include it on the page.

Date of next meeting

15th November 2016

7.45 p.m.

Future meetings: 17th January 2017

14th March 2017

AGM 20th April 2017