

Bear Green Community Association

Minutes of the meeting of the Trustees

Thursday 7th January 2016

Present:

Trustees: Pam Marsh (Chair), Angie Love (Treasurer), Maria Young (Secretary), Alan Smallwood, Joan Wigham, and Merv Young

Associate Members: Valerie Holmwood, Michelle Watson and Lyne Ford

Residents: Mrs Sue Millard and Mrs Sandra Howard

Apologies: Andy Marsh, Barbara Steadman-Allen, Mark Treliving, and Debs Mansfield

Welcome: Pam opened the meeting and thanked everyone for coming.

Minutes of the last meeting – Signed as a true record.

Matters arising

Wall ashtray for outside – Merv has purchased the ashtray and will install it.

Treasurer's Report

Bank Balances:

Curr A/c £51.44

Saver £0

Bonus Saver £6000.52

Hall Fund £2753.78

Trustee a/c £2046.22

Trustee Saver £6500.66

Total £17352.62

Petty Cash £637.04

Bonus Saver balance of £6000 is allocated to Corniche Builders as retention

Trustee saver balance of £4500 is allocated as one third share of the grant for the kitchen refurbishment.

Therefore cash available for general hall running costs is £6852.62

Payment:

Paid £686 for Cavity Wall insulation

Paid £950 to C Ede for new water boiler and installation

Income:

Quiz Night surplus and cash hirers - £800 banked

Little Bears – no money received for Sept-Dec 15

Electricity account currently at £812.97. DD still being taken out of old account – have contacted them twice and they assure me they have the new bank details. It was agreed that we should pay an extra £500 to reduce the amount outstanding.

Gift Aid up and running – have downloaded template and will be putting in first claim next week

Have prepared forecast for remaining year.

Will liaise with Merv for him to do a spreadsheet of our electricity costs.

Bookings Report

All going well at the moment. Slimming World will be booking an evening session as of February.

The lady who organises the North Holmwood Marketplace has contacted us – she is trying to book different venues and wanted to see if we would be interested in hosting it here. We would need to help with the advertising and organise a refreshment stall. Everyone agreed it would be a good idea.

Social Report

The quiz night in November had been very successful and made a profit of £711.77 – everyone had commented on what a lovely evening they all had.

Next event is the Jumble Sale on 16th April – jumble drop off 10am – 12pm and jumble to start at 2pm. Maria offered to do posters and contact the recycling people for collection at the end. We will need cakes for the tea stall and helpers for the day, please.

Great Turners Wood

Michelle has contacted Mole Valley to ask what happened about clearing the brambles as nothing appears to have been done.

Project Overhall

Agreement has been reached with Mole Valley for the money to complete the work on the small hall, Corniche started the work before Christmas but there has been a delay as cracks were noticed around the doorway from the smaller hall to the new corridor. Mole Valley was contacted and Richard Burroughs, Ken Fuller and Emma Day attended a site meeting. Mole Valley then arranged for a structural engineer to do a report. We are waiting to hear the outcome.

As the building contract is between Mole Valley and Corniche they have asked us, in future, not to contact Corniche direct but through them.

There had been a few issues with the heating in the main hall not working properly due to a junction box being incorrectly wired when the electrician was working in the small hall. This has now been resolved and the heaters are now working.

Downs Solicitors have been looking at the draft documents regarding the finance from Mole Valley. There are a few paragraphs that they have highlighted that need to be changed. Pam is going to contact Emma Day at Mole Valley to see if it would be possible to set up a meeting to discuss.

Maintenance

The cavity wall insulation has been done – thank you to Alan for organising this.

Exterior painting – we need to organise a date for a working party for this in the summer.

External tap – the kitchen fitters have offered to fit the valve for us FOC – Alan to drop it off to them.

Table store door – Alan has bought a ball catch for this to stop it coming open.

Roof in the old toilet in the small hall – we need to monitor to see if there is still a water leak.

Kitchen door – we will need to fit lead flashing above the door.

Kitchen will need redecorating when the new kitchen is finished.

Fluorescent lights – several of the tubes in the corridor have stopped working – they are an odd size and finding replacements has been difficult. It was decided to buy three new complete units for the kitchen and use any of the existing working tubes to replace the broken ones in the corridor. Merv is to get these.

Light switches in the main hall – one complete set has stopped working - Merv to get new switches and ask Simon Love to install.

Entrance Hall Floor – needs an extra mat to stop the marks on the floor during the wet weather. Angie offered to order a large door mat.

IT cabling – this needs to be run from the small hall to main hall. In order not to interfere with the building work Pam will contact Mole Valley to see if it might be possible for this to be done during a weekend by Alan and Merv.

Matters to discuss

Heating – the underfloor heating is now running and there has been some concern at the cost. We now have a larger area to heat so the electricity bills will be higher. It was decided to run the underfloor heating at 15 degrees and use the wall heaters to boost the temperature as necessary. The costs will be monitored against the comfort of hirers.

Summer Fair 18th June 2016– Joan offered to organise the stall holders for this. She plans to set up a committee – any volunteers please contact Joan direct. Sue and Sandra offered to help with refreshments – would possibly be able to get their husbands to help with the bar.

Communications from the BGCA – any communication from the association to outside bodies needs to go through Pam Marsh please.

Any other business

Donation – we have had a donation from Beare Green & Newdigate Choral Society for £250 – which they raised at a Carol Concert and another singing occasion. Maria will send a Thank You card.

Easy fundraising – Angie informed us that if you use the Easy fundraising website please remember we are now Gift Aided.

Footpath next to Styles House – Merv asked Michelle if she had had any response to the request for the hedge to be cut back – nothing to date.

Oak tree in the playground – the tree that will have to be removed is going to be replaced by another oak.

Defibrillator – Michelle has put the application in to the British Heart Foundation and is awaiting a response.

Lynne reminded everyone about the Neighbourhood Development Plan meeting on the 26th January at 7 pm at the hall.

Date of future meetings:

25th February 2016 at 7. 45 p.m.

17th March 2016 at 7.45 p.m.

AGM 21st April 2016 7.30 p.m.