

Beare Green Community Association Trustees' Meeting



Held 12th Feb 2024 – 7:30pm

1. Welcome & Apologies

Present: Paul Mott, Chairman and Meeting Secretary, Laura Mott, Trustee/Treasurer and Bookings Secretary, Steve Campbell, Trustee, James Stuart, Trustee, Steve Killick, Trustee, Garry Anstee, Trustee

Apologies: Alan Smallwood, Trustee, Linda Horvath, Trustee

2. Minutes of 22nd Nov '23 meeting

Approved.

Actions :

1. Linda to ask her window cleaner Martin Oliver to clean the hall windows once, and pay him out of petty cash. – complete
2. CCTV still due to be serviced – complete
3. Set up savings account according to January minutes, Alan and Paul – carried forward.
4. PAT testing by Tim Howe – carried forward

3. Treasurer's report

- Current Account – £4,323 12th Feb 2024
- 2nd Account - £44,145 12th Feb 2024
- Petty Cash £325
- Recent outstanding bills from John Bell and Podpoint have all been paid by them
- Sound system grants paid by both CPC and Surrey CC. CPC wants photo of cinema in action; will do that March 9th.
- Accounts checked, good feedback given, and uploaded to charity commission website
- Electricity tariff from 1/4/23 to fall from 26.5p/kWh before CCL/VAT to 22.05p/kWh

5. Bookings

The first of three 2024 wrestling sessions has moved to 16th March from 9th. Another in June, another in autumn. Band plans to give a free concert 26th April, we approve. Michelle Watson organising free first aid heart defib talk in the hall. We will advertise. A first aid demo booking is believed to be completely separate.

6. Cinema report

- Steve reported a good showing on Saturday. **CPC wants photo of cinema in action; will do that March 9th.** Sumup machine works well.

7. Maintenance

- Paul has received help from Rob Snellgrove to get the microphone working. Has written instructions for amp - in keysafe. Pre-Amp bought cheaply to mix two analogue signals into one.
 - Alan has screened off the crocuses on the green near the phone box to stop people trampling them, and made really neat edging around them.
 - Fallen tree by pond has been reported by both Alan and Paul to MVDC.
 - RISK MITIGATED : Moss on slope (fire exit).
 - Alan is tightening two loo seats.
 - Garry will help Alan deal with the dropped cleaning cupboard door by planing the base
 - Failing door panel on fire exit (outside surface) : Alan is working with Dorking Glass to get that replaced. It seems to have come with some sort of thin polythene cover which probably should have been taken off immediately before fitting. That cover is not UV stable and is breaking down and leaving a white residue on the panel. As a minimum the panel needs taking out and the polythene needs removing both in and out. The fitter was minded to order a replacement panel, which Paul, Steve and James all approve of.
 - CCTV – the front hall sounder needs moving to be nearer the CCTV cabinet. Paul on it with Dave Kalnyuk.
 - Alan's done amazing and neat work on the drainage culvert
- Alan who couldn't be with us also reported via correspondence that :
 - Door drip on front door finally truncated by 15mm by Alan.
 - Ladies loo replacement window sealed unit fitted by Dorking Glass and Windows to replace the blown one, arranged by Alan
 - The ramp outside the fire escape doors has been scraped clean and the encroaching soil etc removed by Alan.
 - Steve and James did a really good job tidying and rearranging the chairs and tables. It looks very good (and the photo of how it should be is a good idea.) We need to stick with the plan and if knitters need more chairs they'll need to get them from main hall, as artists do use all 16 and pay a lot to use main hall.
 - 2 Screws replaced by Alan in one of the red chairs. Either we need to check each one of the plastic chairs or we need to get hirers to let us know if any of the seats are working loose. For some, apparently, the red chairs are more comfortable than the black ones.
 - Some of the hall road pins and barrier tape have been put by Alan around the crocuses in grass patch on the corner of OHR and Merebank to try to dissuade pedestrians (dog walkers definitely) walking across the first 0.8m of the

- "grass". The crocuses in that strip may partially recover. We're not clear why the crocuses in the middle of this patch do not appear to have survived.
- A couple of roof vents and a slipped (and cracked) slate have been very professionally put back into position.
 - The roof lantern by the main entrance does not appear to have any heat-reflecting film. It is recommended we fit this there to reduce the solar gain in the foyer before the summer. **(ACTION to discuss this at next meeting – who was the firm we used before that Shaun Solomon knew of ?)**
 - Alan has started to rescue abandoned bags of sand left behind from road A-frame signs. Two are in the plant room for use to hold down gazebos at the summer fair. He will gradually acquire more.
 - In the plant room is a flat disc-type rotating floor polisher which is no use for our floors which all have a linear grain, yet is an expensive piece of kit. Capel Village hall are getting their (parquet) wood floors treated. Alan asked can we offer the floor polisher to them for their subsequent use? Trustees agreed to donate it to Capel.
 - Alan will when time permits, might not be for a while, use our scrubber on our main hall floor which hasn't been done for a long time. This will require a minimum of a whole day when no hirers are in there.
 - Alan has nearly finalised the order of a cover for the piano. That will take approx 3 weeks and will be around £159 plus £10 p&p. He is going to ask if they can put in small reinforcing corner pieces for the top four corners since that seems to be where the wear is concentrated. He is concerned that storing it in the (virtually unheated) corridor may not be good for it if used when still cold, at least in December/January. It did previously live for a decade in the unheated South Holmwood church hall. But its (green) predecessor used to live in the corner of the hall. Is that an option now? (Chairman : I can't see any reason why not ONCE IT HAS A GOOD COVER ON IT but vaccine centre may protest its presence during their 6 week run).
 - Alan will when time permits, order film banner replacements.
 - We need to consider what is to be done about the 50+ year old panelling at the level of the clerestory windows. Some of this, especially on the west-facing side is starting to delaminate. It was probably exterior ply and has lasted well. We can paint it with Sadolin for the short term, but we'll need to consider replacing at least the west, and maybe the south sides before too long.

8. Events

Re: 9th March Jumble Sale, 13:00 to 15:00, this has been advertised in the Capel and Beare Green magazine. helpers booked are Valerie and Maurice Homewood who will work on bric a brac with Alan and Steve Killick. Barbara is coming too, and Lorraine. Sue and Sandra are coming too. Garry will run the book store, which will work well as he also runs the book share and can keep a perfect and accurate track of any books transferred between the two; Paul will be his co-worker.

Re : 6th July for fun day, James Brown will again run the barbeque. Nelson Porter is booked for the band. Laura is already booking in last year's stalls. Steve Killick plans a learn to fish demonstration, possibly also with a competition to enhance engagement, as an event on fun day to promote fishing. This was agreed to at the January meeting. (Steve also reported today, a planned work party by the fishermen on the pond, to follow their March AGM).

Laura plans to fill her car with balloons and have a count the balloon (guess) competition.

It was noted that it may still be a little too far ahead of fun day to reach out to those who so generously help with amazing cakes. Paul will reach out re : jumble sale, on 20th Feb.

Wrestling (not run by BGCA) will be 16th March 2024 (and 2 later 2024 dates to include 15th JUNE). BGCA will again run a drinks vend to raise money for BGCA, learning from last time as to what stock to get in. Lots of Prosecco and the half size cans of Corona Light, plenty of diet coke and a few soft drinks for kids + a few crisps. Not much else, it doesn't seem to sell. Steve, James, Steve will assist at the bar.

Paul will advertise these events in the beare green and south holmwood parish magazine and the capel and beare green magazine

9. Any Other Business

Garry noted the bookshare has given out a record number of books. Stock is swapped regularly. The lady who has done a really good job of running bookshare on Thursdays has had health issues, and we all wish her well in recovery.

10. Date of AGM : Friday 12th July '24 6:30pm.

11. Date of next meeting

Next meeting: weds 20th March '24 7:30.

SUMMARY OF DATES :

- Next meeting: Wed 20th March 7:30.
- Jumble sale is set for 9th March 13:00 to 15:00
- Wrestling (BGCA bar) 16th March
- 6th July for fun day
- AGM Friday 12th July 6:30pm.
- 7th December Christmas Market