

MINUTES OF TRUSTEES OF FLEETVILLE COMMUNITY CENTRE MEETING HELD AT FLEETVILLE COMMUNITY CENTRE TUESDAY 20th March 2019 5.06pm

Those Present: **Trustees:** Trevor Parsons(Chair)
Jackie Brennan (Vice Chair)
Peter Jones (Treasurer)
Faye Penford, Ashley Walton, Valerie Goodyear-Burrows,
David Martin,
Cathy Budd (5.45 Friend), David Forbes (6.05) Website etc.
Centre Manager Cathie Crowne
Minutes Secretary: Grenville Wilkinson

1. Absentees etc.: Mike Neighbour, Zarqa Aslam, Momotaz Rahim. Reason for change of time due to opportunity for new booking being taken, the double booking was a one off, there will always be times that are inconvenient for someone at sometime, it was agreed that all future meetings be at 6.30pm as already calenderised, sub-committees to decide what time would be appropriate for them.

There has been no response from Ellie Hudspith, moving north, awaiting May local election results before offering position of a Trustee to one or two councilors.

2 Approval of Minutes: The Minutes of the last meeting of 23rd January 2019 were accepted and approved.

3. Areas of Responsibility Jackie expanded upon her report that she had circulated identifying who was appropriate for each responsibility and should chair the relevant meetings of each group as identified in her report.

Trevor P offered to attend Maintenance and Enhancement, Zarqa was identified as liaison for GDPR/IT etc. with D Forbes. Valerie G B agreed to liaise with Friends and Fundraising.

These groups to be more informal and not bound too tightly by specific terms of reference, however notes of all the meetings be sent to at least Chair and Secretary of Trustees.

There was a question over the future of Friends-Faye P to progress, only forthcoming event being ‘Larks in the Park’ it was acknowledged that more Friends and possibly mutual groups be attracted to FCC

David M suggested an interlink between Contract Lease and Finance .

Updates to be brought up if done at next Trustees meeting.

4. Individual Committee Reports and/or updates a) Trevor P stated Mike N holds information on New Build is there a realistic appraisal, is it funding restricted and how much can we raise? The community is to be canvassed for what they would wish for. There could be a refusal by clients due to timings available for bookings etc.

The Huff House design albeit acceptable it was deemed necessary to research other types of structure, possibly a precast unit, a Warrington Company identified as one source, a feasibility study be carried out as to who is able to provide construction services, TP and DM to progress.

b) Cathy Budd of Friends gave a verbal report to meeting, the Quiz night raise just under £800 and was a good evening. Friends numbers are dwindling, age health family related reasons etc. The smaller events albeit more sociable is very tiring, more fresh and young blood with new ideas and an injection of assistance would help tremendously.

Question how we could advertise for recruitment?

The monies raised by Friends is to be used at their discretion, and will they be included in the New Build?

TP thanked the Friends for all their services efforts input etc. and then invited David Forbes to address the meeting.

5. Web Site/IT Internet etc.

David Forbes issued a report which he expanded upon, the web site is working through Aubergine who are the domain name holders, the inbox is basically 'ad infinitum'. He presented Jackie with Aubergine handbook which gave her password access to the system as he was relinquishing his position as the project was now complete, Peter J questioned his motives, Jackie offered her thanks, Trevor P thanked him for his input time and wished him all the best.

4. Individual Committee Reports etc.cont'd

- c) Finance-Peter J circulated his report, Valerie GB queried her £200 donation, this had been included within FCC but it should be within New Build, comment was made that cash holdings ought be practically zero at centre, Cathie C to enforce.
- d) Jackie B issued a report upon which she expanded, £1000 from Tesco to be used on a specific identifiable project, example upgrade committee room. It was agreed that the notice board surround be black and not satin aluminium anodized, (two were in process of production), and there be a FCC plastic advertising banner together with headed notepaper and possibly mugs.
- e) Huff Haas visit-Faye P was impressed by construction and speed of erection, this type of building may attract more clients, however it was agreed to source other types and contractors.
- f) Cathie C had circulated her report prior to the meeting and elaborated upon. There is a continuity of bookings and one user, the Driving School have volunteered to redecorate exterior walls.

A comment by Peter J was that Isabel Hatfield is involved in Community First, has background in Charities conversions and sources of funding and is supportive of FCC.

g) Data- Faye P asked it to be put on hold for future meetings.

6. Fund Raising

Meeting with Carole Coneely was a starting point, identifying funding sources, lottery may be available, Carole in wings awaiting go ahead to tender proposals to relevant bodies. Meeting to be organised by Trevor P, Mike N, Valerie Gb and Ashley W.

7. Any Other Business:

Jackie B –have done trees and roof repairs, hand dryers need to be replaced with quieter versions, will receive a contribution from Children’s group towards this, ‘The Wall’ needs repairing. Valerie GB where can we get steam cleaner repaired? as it is used in all areas. Suggestions for fund raising, ‘Buy a Brick’ give £5 per month, wine tasting events,.

Cathie C advised that dexion shelving was to be purchased which could be transferred to new building as and when.

Zarqa via Valerie GB would wish for a sensory room.

The following is an agreed list of Trustees meeting dates, all 2019, and all **WEDNESDAYS** at 6:30pm:-

15th May

24th July

18th September

13th November which will also be the A.G.M.

MEETING CONCLUDED AT 7:10PM.