

MINUTES OF THE TRUSTEES OF FLEETVILLE COMMUNITY CENTRE MEETING HELD AT FLEETVILLE COMMUNITY CENTRE

Wednesday 22nd January 2020 6:40pm

Those Present: **Trustees:** Trevor Parsons (Chair)
Valerie Goodyear Burrow (Vice Chair)
Peter Jones (Treasurer)
Faye Penford, Mike Neighbour, Jackie Brennan
David Martin, Zanna Millicheap, Momotaz Rahim (from 6:50pm)
Friends: Pauline Thompson, Patsy Spaven
New Build: Terry Swain
Minutes: Grenville Wilkinson

1. Apologies for Absence: Cathie Crown

2. Matters Arising: Mike N and Valerie GB not received minutes of last meeting, Grenville to check E Mail addresses.
Comment was made regarding relocation support costs, this to be discussed at a later meeting whether and how they are to be assisted, but it was hoped that new build start date would coincide with start of Summer holidays in order to reduce the support time, however a projection of at least six months was tabled as duration of project.
A correction to the election of Zanna Millicheap as a Trustee was carried out, with Faye P. as proposer and both Mike N and Dave M as seconders.

3 Web Site Jackie B is making progress thanks to Garry Harvey(Friend FCC) with whom she is having a meeting, as the Web Site is dependant upon Garry updating same he giving his professional services free.

4. Trustees: Membership template to be produced by Jackie showing responsibilities of same.
Faye to approach current councilors who cover both Fleetville and Clarence park wards with a renewed view to asking if they would wish to become Trustees.

5. Manager's Report: In the absence of Cathie, Trevor P expanded upon her report and commented that he was worried about lost bookings especially the Bridge Group. It was pointed out that there will always be a problem regarding scheduling of bookings causing minor losses due to clashes.
Problems are arising with parquet flooring and discussions are to take place on Friday 24th as to whether they be sanded and varnished or covered e.g. by linoleum, added to which comments were made regarding the dampness/ black mould in sundry rooms that albeit treated by bleach/chlorine to remove mildew needs addressing, a paint treatment was suggested.

6. Friends Report:

Peter J had notified Friends of monies available to be spent on their requirements-practically a new kitchen would be appreciated but purchases would be in the majority white good items, these possibly able to be resited within new build, discussions to be arranged with Friends, users, volunteers as to specifics, maintenance committee (Jackie, David, Zanna, Pauline) together with Emma to discuss and then liaise with chair.

Faye stated that there was a possibility of two new friends being introduced, she is contacting them to confirm (Maureen, Sharon)

7. Treasurers Report:

Peter J circulated his report upon which he expanded, the excess being over £7k, the trend being it is increasing year on year and needs be watched as too much profit for a none profit organisation could be an embarrassment so some disbursement will be necessary.

He informed meeting that a new bank account, through Barclays, had been arranged and New Build funds transferred into same, and is awaiting CAMRA donation to be received.

FCC now has new charitable status and number, classed as a Charitable Incorporated Organisation, freeing the Trustees from any liability of debts incurred in the event of liquidation. FCC can now enter into contracts in its own identity.

8 New Build:

Mike N had circulated his report prior to the meeting and stressed that the oft repeated question was the likely cost of the New Build project emphasising the three major items in his report:-

1. A more accurate figure based upon requirements needs be obtained.
2. More data is needed to support our Business Plan.
3. A second stage public consultation is planned to take place during the second half of this year.

We are still awaiting response regarding Councils transfer of property, they will be reminded by the end of this month, as at present it is seemingly in "No Man's Land" within Council chambers, albeit Faye has been chasing it on a monthly basis and is frustrated at the poor response.

S106 funding could be in jeopardy if speedy result is not actioned by Council, Jackie B offered to contact newly elected MP Daisy Cooper with the hope of putting pressure on the council.

Trevor P. recapped that the building design was at the moment too small by 2 to 4 rooms.

9 Maintenance and Enhancement

Comprehensive list given with Centre Manager's report, tonight's discussions to be springboard for future maintenance meetings, David M happy to share chair of same with Jackie, anticipating giving a full updated report to next Trustees meeting.

A list of all upcoming maintenance to be posted on social media sites and FCC notice board, this to be aimed mainly at user groups to make them aware that their requirements are being addressed.

Zanna suggested users take responsibility/ownership for room use, Zanna's group at present being exception to rule and already does.

10 Social Media Update:

Momotaz informed meeting that the Newsletter template was ready and available to receive articles to be posted thereon, e.g. new lets events etc. Draft to be circulated with suggestion that FCC information together with photograph of Trustees be included in first issue.

11 Fund Raising :

In the last year Peter J and a number of trustees met up with two professional fund raisers,. We subsequently received proposals from them and another from a fundraiser he spoke to over the phone.

Mike Palin is coming in to let us know how he can help raise funds from running events. We expect the professional fund raisers to raise the big donations and at a more local level perhaps Mike Palin to add to this through events.

It was noted that community fund raising should run in tandem with applications to other major sources.

12. Any other Business:

The following are forthcoming events and all details will be inserted on Web Site and Social Media page.

Ladies night organized by and at Boots the Chemist 3rd February 7pm cost £5.

Fish and Chip supper at FCC 21st February

Quiz Night organised by Friends is to take place on 6th March, tables £10, (nibbles only) contact Cathie C to book, 7for 7:30pm.

Larks in the Park 5th July, the theme being 'Celebrating Communities', Zanna to create poster for user groups asking what can they offer.

List of forthcoming Trustees meetings agreed as follows all at 6:30pm:-

March 18th Valerie GB gave her apologies,

May 13th July 22nd September 23rd

November 18th AGM 7 for 7:30pm.

Meeting concluded at 8:20pm.