

## Community Centre Meeting

1. **Apologies:** Sue Owens, Suzanne Harper, Nikki Lunny  
**Attendees:** Vicki Serna, Christine Leith, Katie Ryan, Sarah Price, Richard Marks, Jennifer Emmerson, Martyn Price
2. **Ratification of the last minutes (VS)** Minutes agreed.
3. **Committee business (VS)** Most policies up to date, outstanding JE to finish. When all list compiled, explain with Nic and dates for refresh. List of jobs and people can lend a few hours to a specific role. Tie in with an advertisement, by the way this is ran with volunteers – push the message that we need help. Are we seen as a clique?
4. **Reports from Sub Committees**
  - a) **Finance (CL)** - Add table here  

Footloose needs to be written off at the end of the financial year.  
Debitors need to be chased. CL needs to pay HMRC. Danny will start the toilets at the back in Jan. CL to provide money for materials.  
Grants and funding for roof going well. SH. Grant for outside space with the council – VS
  - b) **Bookings** – Nothing coming up, last party tomorrow – toddler party and then all back to normal. Can we order a catering turkey next Christmas easier to carve, need to purchase set of sharp knives. Kids party in Jan.
  - c) **Food Bank (PO)** – Shop is back on, stocked. Foodbank is fine. £100 donation via busy bees. Cookery project for next year. Slow cookers never took off. Hot chocolate station.
  - d) **Youth** – Holiday club, going really well. High numbers. New member to the team, Karen, Vicars wife. Great addition. Asked for by Headteacher, after school club, do what we do now without ofstead involved. Just starting to pay for itself. Put in application to be ofstead registered, to provide the wrap around care. By Feb half term, agree registration, we will be setting up breakfast club in the school for an hour, LBC kids, after school will still be in community centre. By Sept breakfast and afterschool LBC kids, pay rent to cc 9k a year.

- e) **Events (NL)** – First bingo in Feb. Kids bingo.
- f) **Café and bar** – Been very busy, heavily staffed. Lots of Christmas lunches. Get the pricing right for next year.

**5. Maintenance (RM/SO)**

- a) New Toilets have a Leaks, Danny coming out to look at, will start back toilets in Jan.
- b) Back doors – plates on bottom to put rubbers and brushes. £150 to get done.
- c) Pricing up the wood for the changing room for overhead storage. Agree to this as its been on agenda for so long. Really need the storage space for all the groups.
- d) SH well on with roof.
- e) Shed patched up by RM and CL. Sort out needed in shed. Rack from youth club.
- f) Gate lock needs oiling
- g) Boiler room wall needs re-sheeting.
- h) Roof needs clearing, RM to clear, drains blocked. Underground issue. Jack to come and clear. 1pm Sat.

- 6. Website and IT (RM/MP)** – Anybody who wants to do it. Steve happy with CC direct constant with host of site. Nigel has stepped down from the website maintance. Nic more active on social media. Emails – JE password was wrong. John Admin email address – Lets check all 3. Need to check current ones. RM

**7. AOB –**

***Next meeting 16<sup>th</sup> Jan 2024 @ 7PM***



🏠 **Location:** Elton Community Centre  
📅 **Date:** 19th Dec 2023  
🕒 **Time:** 7pm

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**Action Items**

**Owner(s)**

**Deadline**

**Status**