



Meeting Dec 2021

Tuesday 14th December

19:00pm

Elton Community Centre

Meeting called by: Committee

Type of meeting: Monthly meeting

Note taker: KR

Attendees: VS, KR, RM, JH, KF Apologies NL, PH, TG

Ratification of the mins: Propose minutes VS – Seconded KR

Minutes

Agenda item: Bookings

Presenter: KF

Discussion:

New charges will apply at Christmas. Groups will need to contact committee member.
All new bookings will be on new rate. Existing come via booking line – take to committee.

Conclusions:

Enter conclusions here.

Action items

Person responsible

Deadline

✓

✓

Agenda item: Finance

Presenter: CL

Financial Report - 14.12.21

Cash in hand	£ 2,995.48		
Cash in bank	£ 41,829.75		
	£ 44,825.23		
Minus Grant/Food bank	£ 17,649.01	Accruals	£ 407.50
Total	£ 27,176.22	Total	£ 27,583.72

Financial meeting – recap. Look at the year 2k deficit.

Can't run as we are now. Need to make improvements and put our prices up. Judith to take idea sheet away and budget see how this would work. Judith to do current vs budget for the year.

Conclusions:

Enter conclusions here.

Action items	Person responsible	Deadline
✓ Order Till and card machine	Finance committee - RM	
✓ Budget vs current plan	Finance committee - JD	

Agenda item: Other Committee business **Presenter:** TG

Discussion:

Big thank you to everyone for all your help in 2021.

Payment machine. Scouts to help out. Its ongoing. (Soft credit check and ID check)

Plan needed for donation coming in from CF Fertilisers.

More help is required in most areas. Started to put pressures on areas. Need café – hospitality volunteers. Maintenance volunteers needed. Event team volunteers. Put out some messages on facebook. Invite people to a volunteer day. Agree a date on Sat, blitz centre from top to bottom – invite people to come and help. Preference in Jan. 22nd Jan for sort out date. Get a plan sorted out.

Cleaner in mind – Pauline to speak to her. CL and PO to create list with KR.

Food bank – PO - 50 food parcels went out to OAPs.

Youth/Toddler – TG – need to be doing fundraising. Toni to speak to spar. Do an event. Do a raffle to generate funds for the youth club.

Events – See suggested plan (VS)

Café update – PO

No new employee needed for café, can't afford it just yet.

Maintenance Update - PH

Maintenance – long list in book to sort. Loads of small task. Big issues that we need to get funding for.

Major issues – roof, toilets. Need to look at bar shutter to work. Need to get bar dishwasher serviced. Get someone to look at calberg system.

Pat tester???

Can we borrow Encircs. RM to do the course. Borrow once a year. – Sharing the kit with scouts, church. Ask Pete.

Website Updates and IT

Printer – Epson ecotank – KR to buy.

Conclusions:

Enter conclusions here.

Action items

	Person responsible	Deadline
✓ Replace broken window panes	PH	Ongoing
✓ Order Mirror for disabled toilet	KR	ASAP
✓ Create a full cleaning duty list	KR,CL,PO	ASAP
✓ Buy laminator and pouches		
✓ Purchase rice cooker		

Next Meeting – 18th January 2022
