

## Community Centre Meeting

1. **Apologies:** Sue Owens, Pauline O'Reilly and Lynne Williams  
**Attendees:** Vicki Serna, Nicki Lunny, Christine Leith, Katie Ryan, Sarah Price, Richard Marks, Jennifer, Suzanne Harper, Nigel Goodlife.
2. **Ratification of the last minutes (VS)**
3. **Committee business (VS)**
4. **Reports from Sub Committees**

a) **Finance (CL)**

Financial Report - 19.09.23			
Cash in hand	£ 3,429.21		
Cash in bank	£ 74,401.23		
	<b>£ 77,830.44</b>		
Minus Grant/Food bank	36300.18	Accruals	£ 2,469.27
Total	<b>£ 41,530.26</b>	Total	<b>£ 43,999.53</b>

Expenditure going down. CF pot can be used on assets. Gives us more money back. Can be deducted from grant. Can we look at going cash for the ice cream after school. Might put potential sales up. Rate of hire has increased. Parish council – hire of hall for the flu jabs.

**Signatories – can we change them? Stephen Garrity and Sarah Gorst need to be removed. Pauline O'reilly and Nicola Lunney to be added.**

Grants and funding. Protos for MCF for toilets. Attempting the roof. Vioela. Target is feb for funding application. Funding matching needs to be put in place. SH /VS. Kids funding for Sarah – Tesco want to give money. Government have a pledge for funding for after school and breakfast club. Have to provide funding in place. Tesco could be used for after school club. SH create a table for funding to keep track. Training – First aid course. Day time course. In Chester with Blue coats. Jennifer – to organise training records etc. DBS checks need to be done. Sue needs this to be

completed. Policies need to sign off. Critical incidence. Most things need to updating and get them on the website. Walker fire – all outstanding actions complete. Biffa – still inconsistent service.

- b) **Bookings** – Doctors, Beacon. Darts – Wipe the £50 debt. League was supposed to pay. Our local dart team shouldn't have to pay. If they want to use us next time, they pay upfront. Are we going to stop having the bar for Beacon. Reduce the opening time of the bar and food served.
- c) **Food Bank (PO)** – Bought some Amazon and Asda vouchers. Money for electricity for fuel payments. Shop at standstill due to building. Food bank being used. Not as busy as it has been. Donation of £150 from Hammer and Tongs. Re-stock shop once toilets are done. Looking at winter and Christmas. Georgie is official events volunteer. Move money from food bank to shop money. Cooking group – money received for that.
- d) **Youth** – Senior youth club cancelled. One paid youth leader. Lost 2 volunteers. Kids club starting back on 11<sup>th</sup> November. Sat morning. Every other week. Themed. HAF club over the summer was good fun and was a success, going to put in for Christmas. Olivia to run it. Brings money into the café. 2 weeks over Christmas. After school clubs increasing numbers. Ideally need 2 paid staff to run this. Mini kickers has now left us, Independent now. Everything seems to be paying for itself. 4 parties packages success so far. DBS for SO.
- e) **Events (NL)** – 30<sup>th</sup> is the big clean up. Any materials will need to be given in a list to Vic by 25<sup>th</sup>. Paint Greys and white. Nic to choose the colour. Tell Vic the volumes. Richard looking after hall. Christine to do stage. Vic to do bar. Pantry and store – Pauline. Sarah Toys. 3 halloween parties, Bonkers bingo 30<sup>th</sup> Sept. Fireworks. 26<sup>th</sup> Nov Victorian light switch on. 6<sup>th</sup> Oct normal bingo. Kookachoo. Walking group – 5 people willing to do medium route. Friday day time and Weds evening. Should support café. Ladies darts on Weds after walking route. End of Sept for this to be started up.
- f) **Café and bar** – Got a little bit busier. Got some ideas coming up. New signage. Bar bookings and staff – down Minnie and Mum. Gaining Piers. Beers okay.

## 5. Maintenance (RM/SO)

- a) Toilets – Are nearly complete. Another week left. 5k from protos. Due 5k from the parish council. This has been agreed months ago.

Contact: [Bookings@eltoncommunitycentre.co.uk](mailto:Bookings@eltoncommunitycentre.co.uk) / 07846 378209

- b) SH got quotes in for roof– grants from Veiola and fund matching. Deciding rubber or Fibre glass. 90K Regular patching has been carried out.
  - c) Shed roof still needs to be done. CL to ask Tommy McNally for quote.
  - d) Curtains are inside room – currently being repaired. By the end of the month these need to be repaired. Tape has come off the top of the curtains. Painting needs to be done before the curtains back up.
  - e) Carpet needs to be put down in pantry.
  - f) Folding chairs needed to be purchased, CF funding to buy these.
6. **Website and IT (RM/NG)** – Policies to go on line. Speak to Martin to sort IT. All files should be in a share point. Sort out the emails. SOP needs doing for all technical.
7. **AOB** – Decision on personal payment agreement for payment – 50% payment until next meeting. Not setting a precedence. Due to extra ordinary circumstances, not the norm.

***Next meeting 17<sup>th</sup> Oct 2023 @ 7PM***

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**Action Items**

**Owner(s)**

**Deadline**

**Status**



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

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