

Meeting Minutes Agenda items

1. **Apologies:** Toni Guirado.

Attendees: Judith Holmes, Pauline Oreilly, Karen Findlow, Nigel Goodliffe, Vicki Serna, Darrel Highcock, Christine Leith, Richard Marks. Joined via Teams: Katie Ryan and Lynne Williams.

2. **Ratification of the last minutes (VS)**

3. **Committee business (VS)**

CIO – nothing changed. See separate headings.

4. **Reports from Sub Committees**

- a) Finance (CL) - Report from minutes and financial update. – Had finance meeting – CL querying dates with Kerry. Up to the renters to cancel if not using the room. Payment plan started.

Financial Report - 15.02.22			
Cash in hand	£ 2,842.39		
Cash in bank	£ 54,822.12		
			£ 57,664.51
Minus Grant/Food bank	£ 25,260.84	Accruals	£ 1,026.00
Total	£ 32,403.67	Total	£ 33,429.67

Bank are charging us to change cash. Judith looks at bar – was making profit, café breaking even. Making money on hire. Discussing prices on bar and café. Looked at hire agreement, when looked at local we are in the right bracket. Bar price to ensure we are cheaper than bar. RM to ring around to check bar pricing around Helsby and Frodsham. Check prices with Nic before publishing them.

- b) Bookings – Nic to take over this and notify Karen, streamlined the process. CL to send email to bookings, reminder of those that haven't paid yet. 17th April – 4hrs. Should the bookings mobile be handed to Nic? Might work better. Next time CWAC have a booking, they will send our café menu out. (Updated menu). Nigel looking into a system for accounts and bookings for the church. Might be worth looking at this again.

- c) Food Bank (PO) Update and **plans**. Very busy. 1500 grant to spend by end of March. Bought new fridge to replace food bank one. Get ice cream freezer on Monday morning. Food shop visits after half term, give us advice with our food shop. Next week – free meals beans on toast, muffins etc.
Donation of Notepads – sell them for 50p to generate funds for food bank. Giving out lots of food. Depleted the stock. Call out to local community for food. Take crates back to food bank. CAB – coming week commencing 28th spending time here. People can make appointments with her. Need to promote this. Someone coming to tidy up food bank garden. They want to start collecting food bank also.
- d) Youth & Toddler (TG) Update and **plans** – Closed YH until further notice. Needs to be more structured on the evening. New possible volunteer. Plan a meeting in. Alison from Youth Fed is going to provide ideas on how to recruit volunteers and youths. Kerry from Spar has applied for a donation not heard back. Need a re-think. Toddler group – 100 different toddlers through the door. Offer them the first raffle at the next do. Pam getting voucher to get food for tots.
- e) Events (NL) Future **plans** – No major functions. Wellbeing – mindful course. He will do daytime session. He gets his own pots of funding to help communities, 8 week course. 2 sessions up to 15 session – 30 people. Do this on a Monday, promote these. Amanda from mindfulness 23rd Feb Weds. 6.30pm. Entertainment 25th Feb – curry and quiz. Outdoor car boot 27th Feb 9 -12 inside, Outside in March. March – Hallmark. Beacon booked in. 5th March. Friday 4th March Bingo night. Signs needs to go back up to promote this. Darrell to sort. Bingo night went great. Marians bingo end of March. 28th March for hospice. Easter bingo. Rates for community groups. All charity rates – 50% room rates. 8th March – events committee, scouts, headmaster etc. Queens jubilee.

5. **Café update (VS) and plans** – All fine, new furniture, all paperwork up to date. Get more customers and draw attention, now we have Nic



🏠 **Location:** Elton Community Centre
📅 **Date:** 15th Feb 22
🕒 **Time:** 7pm

6. Maintenance (RM/VS/PH)

- a) Jobs completed. Completed a huge list on the Saturday. Beacon cupboard arrived, RM to put together.
- b) Jobs to do – Maintenance team at CF, came up to see us this week, email him the list. As they on semi shut down, will come to spend a day out in community. Decorators, outside needs sorting. Get a list together for them.
- c) Defib needed for outside – issue with funding at the moment. Windows need replacing.

7. Website and IT (RM/NG) – No issues, Richard updating as and when they come through. Boards outside need looking at. Decals done and waiting for better weather to attach to front.

8. AOB – N/A

9. [Agenda item]

10. [Agenda item]

Action Items	Owner(s)	Deadline	Status
[Action item]	[Name(s)]	[Date]	[Status, such as In Progress or Complete]
[Action item]	[Name(s)]	[Date]	[Status, such as In Progress or Complete]
[Action item]	[Name(s)]	[Date]	[Status, such as In Progress or Complete]
[Action item]	[Name(s)]	[Date]	[Status, such as In Progress or Complete]
[Action item]	[Name(s)]	[Date]	[Status, such as In Progress or Complete]