



1. Meeting Minutes Agenda items

1. **Apologies:** Toni Guidaro, Pauline Oreilly,
Attendees: Vicki Serna, Christine Leith, Katie Ryan, Richard Marks and Lynne Williams.
2. **Ratification of the last minutes (VS)**
3. **Committee business (VS)**
CIO – nothing changed. Solicitor has had contact with the Charity. Still to progress.
4. **Reports from Sub Committees**
 - a) **Finance (CL)** - Finalised report with all grants. Communication to Christine from bookings diary. No bookings without a PO number with CWAC. 247 in tin. Are we charging full rate – (p/h) – 16th May. See how the sales of bonkers bingo go if anymore money needed for prizes. Funding – need to allocated from left over. Protos grant have started purchases. Bought projector, A boards. Leaflet. Doors.

End of year accounts finalized and sent to Judith.
Purchase of ice cream freezer from Encirc.
Grants for food bank cupboard to turn into our food bank into shop.
RM is on bank account as back up for Christine.

Sum up only used for bar and Niki to take deposit. No refunds. Access to safe – RM,CL NL
Sum account – KR, CL, RM.

Financial Report - 25.04.22			
Cash in hand	£ 1,897.56		
Cash in bank	£54,623.12		
	£56,520.68		
Minus Grant/Food bank	£20,186.99	Accruals	£ 469.00
Total	£36,333.69	Total	£36,802.69



- b) **Bookings** – Booking report each month. Doesn't need regulars. Quick spreadsheet. Bonkers bingo. Big party
 - c) **Food Bank** (PO) Update and **plans**. Need to stop delivery. Encourage people come here between the hours. Done few vouchers this week. Food going out.
 - d) **Youth & Toddler** (TG) Update and **plans** – Sat meeting. Gary, Tony, Linda and Hannah. Agreed open on 16th May. Continue to be informal rather than set activities. Seen as safe place kids open up and talk. Behavior had improved. Ideally open on second night from Sept 22. Allocate one of the nights for Yrs 7-9. Gary to contact youth zone. Youth workers. Looking for new volunteers.
 - e) **Events (NL)** Future **plans** – Bonkers bingos. Street parties and bunting – jubilee. Picnic on field. Bouncy castles etc. Bar open. Café open – all volunteers needed. Evening jubilee bingo.
5. **Café update (VS) and plans** – Plastic storage bought for baking kit. All sorted out. Niki and Pauline are going to start breakfast – trays and breakfast baps. New hours. Poster to be created. Info on the poster. Banner made (£30) and put around the village. Closed Mondays – Niki can sort admin, bookings. Tuesday Friday – 8.30am – 1.30pm. Afternoon teas for booking only. All agreed in change of hours.
6. **Craft nights** – club is getting very popular. Something every week. LW to design timetable and then advertise on all platform. Sat mornings not that popular just yet. Lady came at weekend who makes jewelry Looking for more crafters to share knowledge. Sewing bee on a Sunday. Made buntings for the village for next 4 weeks.
7. **New bar smart system being fitted Friday.** We needed to have all our beer gone. Company has all paperwork. 2 year contract. Shed head to go cheap on Thurs.
8. **Maintenance (RM/VS/PH)**
- a) New lock on gate
 - b) Decorator been and quoted.

Contact: Bookings@eltoncommunitycentre.co.uk / 07846 378209



- c) Defib still needs putting up. Needs to be certified.
 - d) Projector to install with screen.
 - e) Doors – Stu send the sizes over then get them ordered. Get them hung. New fire retardant doors. Double door on front. Keypad entry on double doors. Protos grants with all. Double doors.
 - f) Need to order outdoor lighting. Put the solar powered up ourselves. Few plugged in on the doors. We need an electrician to give us a commercial certificate.
 - g) Biffa – promised to send email. We can apply for extra bin – just for recycling - Bottles and cans. £24.95 extra on top of what we have already. Seems pricey. Try and negotiate with them.
 - h) Look at hive thermostats to help the cost of energy. Do we need to swap lights to LEDs? Look at more eco grant.
9. **Website and IT (RM/NG)** – No issues. Just need to advertise more. Make changes. Craft club and knit and natter.
10. **Employment** – Nic needs a pension. Looking at the people’s pension. Needs reading through.
11. AOB AGM – 24th May proposed date.

Next meeting AGM – 24th May 22.



Action Items	Owner(s)	Deadline	Status
Contact Biffa ref extra Bin. Price Quoting too high	Pauline O'Reilly	[Date]	In progress
Email outstanding Invoices	Christine Leith	[Date]	In progress
Training session on café till	KR, RM	[Date]	Plan a suitable date for all
[Action item]	[Name(s)]	[Date]	[Status, such as In Progress or Complete]