



## 1. CIO Meeting

1. **Apologies:** Nicki Lunny, Christine Leith,

**Attendees:** Vicki Serna, Sue Owens, Pauline O'Reilly, Katie Ryan, Richard Marks and Lynne Williams

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

3. **Committee business (VS)**

Collected some info when Colin was spoken to. Have enough evidence to go forward. Charities commission to dissolve original CIO. Not much point advertising we have this membership until issue resolved.

HRH – Book of condolence, we have had this open for community member to sign. Pass back to council.

4. **Reports from Sub Committees**

a) **Finance (CL) -**

Had finance meeting, we are making more than spending.

Financial Report - 20.09.22			
Cash in hand	£ 3,387.35		
Cash in bank	£53,123.66		
	<b>£ 56,511.01</b>		
Minus Grant/Food bank	£ 20,904.12	Accruals	£ 4,848.30
		Outstanding Bills	
Total	<b>£ 35,606.89</b>		
		Total	<b>£ 40,455.19</b>
			£ 40,455.19



Hives – set the temp government guideline. Heating the room 20 mins before, 20 mins before they leave – written policy. Set the water temperature. Add 10% surcharge to all hirers for the rising energy costs. Agreement for the winter policy. Agreement for Richard to buy hive thermostats. Pk of 10 for £389. All in favour, I second.

Switches for back of fridges – Hive switches.

Funding – c.5k to come back in. Vik applying for other grants. Youth shelters to be purchased? 10K each.

### **Big grants, need the roof**

- b) **Bookings** – No major new bookings. We have been passing on Children’s party because of the bouncy castles. Leave out cleaning equipment for hirers. Separate policy for children’s party. Bonkers bingo might need to be cancelled. Nic to make decisions. Normal bingo – group set up to now.
- c) **Food Bank (PO)** – Been really busy in food bank. Vouchers can be gotten from anywhere, like doctors, school or the center itself. Community shop to be open during café open hours. Heated blankets. Buy vouchers. Hardship grant used up. Shop aiming to be running in couple of weeks.
- d) **Youth & Toddler (TG)** – Nothing happening. Nobody running it at the mo. Looking into youth shelters.
- e) **Events (NL)** – Gambling license needed for cash bingo. Fashion show was a very success. £50 donation from the show.
- f) **Café and bar** – Café took Nic to Makro. Set up an account. Click and collect or delivery. Load up pre paid mastercard. KR to sort this.

## **5. Maintenance (RM/VS/PH)**

- a) Decals are up

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



- b) Bookcases are being moved into porch area – ongoing
  - c) Bins – we need to look at getting them cleaned
  - d) Toilets – 2 attachments are broken. Steve to order new parts. Disabled toilets need's to stay out of use, water is turned off.
  - e) Pest contract in place with council – basis contracts. Once a month check. Traps inside only.
  - f) Move curtains from Hall to room 2. Use the projector.
  - g) Basic toolbox in the staff room – purchase one.
  - h) Other 3 units made up.
6. **Website and IT (RM/NG)** – New café menu. Posters being posted all the time. Nic to post something every day for the café or events.
7. **Advertising** - New café menu. Posters being posted all the time. Nic to post something every day for the café or events.
8. **AOB** – Film license – c. £240 per year. Music - £70 per year. In agreement to spend – Grant to be used.

***Next meeting 18<sup>th</sup> October 2022 @ 7PM***



---

Action Items	Owner(s)	Deadline	Status
Records updates	Katie	[Date]	In progress
Cupboards	All	[Date]	In progress
Screening Licence	Sue/Vic	[Date]	In progress