

**Minutes of the Management Committee of the
Stradbroke Sports and Community Centre
held on Tuesday, 12th. March, 2019 at 7.30 pm in the Webb Room**

1) **Chairman's Welcome**, Jane Merritt welcomed us to the meeting.

Those present were, Jane Merritt, Dennis Merritt, Tony Potts, Maria Smith, Jane Gemmill, Pam Cane, Mary Ellis, Toni Wisbey, Avril Major, Nick Stones, Don Darling, Roger Turkington (Bookings), Mike Moody (Treasurer), Margaret Streeter (Secretary).

2) **Apologies for absence** had been received from Colin Jones, Julia Nowell and David Merritt.

3) The Minutes of the meeting held on Tuesday, 12th. February, 2019. After the corrections to the attendance register. Colin and Tony were both listed as present and not present, many apologies. Sec. Jane signed them as a correct record.

4) **Matters arising from these Minutes.**

Maria reported that the planning permission had not actually been withdrawn for the Battery Unit at the Swimming Pool; it was not needed.

The enquiry about the Neighbourhood Plan meeting held in the Community Centre, prior to the referendum, being a private booking the answer was "yes" it was a private booking. Toni

CAS adviser Paul White will visit on either March 22nd or 29th to advise on security lighting etc. Jane M.

Adrian Jarrett - happy with the Legionella Survey. Jane M.

5) **Correspondence**

Waveney Security - contact re a date for annual check. Jane M.

6) **Treasurers Report**

Receipts since the last report are £3,156, increasing the year to date figure to £26,644, down £1,491 on last year's annual figure of £28,135. However, with 19 days to go the difference will be close.

Bar receipts increased by £1,451 to £9,316 down £1,895 on last year. Bar payments increased by £511 to £4,209 and gross profit is 55%. A stock-take will be taken at the year-end by David and any cash in hand will be advised.

Hire income increased by £1,405 to £13,045 compared to the previous year of £12,379. It is likely there will be some further payments prior to the year-end which will further improve this year's figure.

Fund Raising receipts increased by £300 and the year to date stands at £4,140 with one film yet to be seen it may end the year on a figure similar to last year. Payments increased by £115 to £1,970 and gross profit stands at 52.4%.

Overall payments increased by £2,196 to £25,723 and are below last year's figure of £27,569, with further costs to come.

Heating and light costs increased by £726 from a delivery of oil as advised last month. A quarterly electricity bill amounting to £1,173 has since been received and will be paid on 20th March. The previous quarter (Sep – Nov) amounted to £461. A price increase of 16% was incurred from 1st Nov, but more significant the usage has doubled - probably due to the new heaters and increased use over winter? The total cost expected for the year end will be £3,069 – up by £1,048 on the previous year. An electricity payment is required from Tennis club from use of flood lights – a meter reading to be made and an invoice sent.

Water costs increased by £175 to £273, which is £168 less than last year. Recent water usage by the Tennis club needs to be assessed (last time 2016 £25 charged). It was agreed a charge of £50 would be made; salt tablets alone cost £28, indicating a substantial usage of water.

Cleaning costs increased by £330 totaling to £2,807 with a further payment at year end. The annual total is likely be £300 down on last year despite increased wage rate.

Other costs include £159 relating to Stradbroke online website (Events calendar, domain transfer and one-year hosting).

The bank balance stands at £26,962 an increase of £959 from last month.

Annual accounts should be completed next month.

The insurance renewal has been received and payment will be made in April.

7) Constitution - Don

The document had been completed. The Charity Commission require the changes to be made “on line” under the different headings - administration, objectives, structure, etc. so they can compare new with old. Thank you, Don, for all your work on our behalf.

8) Social sub-committee

Other Village halls had been approached re Pub Games etc. little response, so far. Possibly best to wait till Autumn.

Tori Ovens had approached about borrowing the Festival Equipment for a proposed Carnival event with the Primary and High School on the Playing Field; joining with us and all other organisations.

Some misunderstanding over our now annual Fun Sports Day being the same as Huggie's Sports Taster Day. Sec. to contact and tell him it was a different event altogether.

Syzewell Gap - Ceilidh - a possible date in January. December is not a good month with all the Christmas activities.

9) Bookings - Roger

Our website is providing excellent publicity for all village organisations and their events.

Bookings have increased but a possible £2K could be earned by the hall being hired out on all Fridays, Saturdays and Sundays for private parties.

Hirers were respectively reminded that all information about availability of the hall is now on the Website.

10) Bar

In the absence of David, Jane gave his report. All was very satisfactory; reflected in the Treasurer's Report. Stock take on March, 31st.

11) Cinema - Jane

41 attended "Children's Act". Expecting a good audience for "Bohemian Rhapsody" on 21st. March.

Rugby screenings had gone well. World Championships in the autumn.

Live screenings will continue but we cannot show Sky Sports. Showing the finals of Wimbledon was mentioned but may not be practicable due to the length of some of the matches

A new process for selecting films for the summer season. The Moviola notes together with links to the official trailers will be available on website. Voting system to be announced.

12) Health and Safety - Pam

2018 Fire Risk is completed.

Station Officer Michael (Rusty) Smith to be asked to be our "formal competent advisor" after the retirement of Chris Clancy

Showers had been decommissioned - to be reinstated before the Cricket season. Tanks to be emptied and shower heads to be de scaled. Don and Nick. Length of drainpipe required to help Jane with Legionella shower check.

First Aid Box - is OK.

Asbestos check - no change to original test. Small amount of Asbestos cement Cryotile is under eaves of Club room roof

Electrical Test - is it yearly or five yearly? HSE site to be checked

PAT testing annually on high risk items. Marty to be asked again.

13) Maintenance - Roger

New notice boards installed. Official notices to be re-done for the board to the left of the main door.

New soak away work still to be done.

The sticking/rotting Club Room door to be looked at.

Chips in paintwork, and holes where picture hooks removed need attention.

David has fixed the chairs.

14) AOB

Cllr. Julie Flatman has informed us that Suffolk once again is hosting the Women's Cycle Tour. Coming through Stradbroke on Monday, 10th June on their way from Beccles to Stowmarket further details to follow. Involvement with schools etc. Sue Calver the link. Already on website

Cinema set up 4.15 on 21st. March. Ice-creams OK. Fire doors to be checked - JM

There being no other business the meeting closed.

Our next meeting will be on Tuesday, 9th. April, 2019

Signed by the Chairman.....Jane Merritt, 9th. April, 2019