

Staplehurst Village Centre Management Committee

Meeting held 11th March 2014

Present: Mr. P. Kelly, Miss. A. Sharp, Mrs. M. Stephenson, Mr. P. Butcher, Mr. S. Lain, Mrs. M. Arger, Mrs. J Fairfax, Mr. M. Pounds-Longhurst .

Apologies:

1. Approval of the last meetings minutes and Matters Arising

Agreed.

2. Appointment of 2014 Committee

Chairman - Mr P Kelly proposed M Arger, Paul Butcher seconded majority agreed

Treasurer - Mrs M Stephenson

Secretary - Miss A Sharp

Re openings - odd weekends where we have people coming in to be shown around ie new bookings. PK will do a check list for other committee members to.

3. Bookings

Healthy and moving forward quite well. See Projected bookings sheet.

* Martial Arts (regular user) - Hiring North Hall for a one off event - charity event to raise money for Cancer research. Committee offered a discount as a weekly regular user.

4. Treasurers Report

£ 28,298.92 CAF (Lloyds account closed and transferred to this account)

£ 1,785.28 NATWEST

CAF no longer giving 0.10% interest due to the financial climate.

Cheques out:-

£ 495.00 Cleaning bill

£ 6.35 KCC supplies

5. Mirrors, curtains and blinds - South Hall

* PK looking into curtains to cover the mirrors as users have expressed they do not want to look at themselves during meetings! The committee had already agreed to look into this.

* Blinds PK obtained samples from a company. The committee decided to investigate the costings before deciding about whether to go ahead with blinds.

6. Keys - Urgent

PK suggested possible key pad for main entry.

MA suggested there was a key safe. PK looking into one that can be emailed a regular hirers number and the facility to do an adhoc hiring

Key fobs or cards are electric, expensive and not as reliable.

7. Maintenance & repairs

- * Electric hand dryers N Hall - worked well in S Hall so will add to N Hall, saving the need for paper towels.
- * S Hall windows to be fitted in next 2 weeks.

8. Snooker Club

* There was much discussion by the committee following the letter from Mr Frodsham, chairman of the Snooker club, 21.2.14. Our letter 20.2.14 accepting £1300 + electricity costs for this financial year, was forcefully turned down. The committee agreed that all users need to be on a formal agreement.

1. The committee decided that there is a potential safety problem regarding heaters i.e not PAT tested. We need to get clarification about electrical equipment.
2. Committee agreed in principal for JF to draft a letter to the snooker club.
3. PK trying to get an electrician to fit a meter asap.

9 SPC query re invoice of joint bin

SPC did not invoice us for the shared bin for February 2012 - March 2014. We now face a bill for £599.79. The committee agreed to pay 2013 - 2014, but not 2012 - 2013. A request would be made to give us an invoice quarterly. AS

10 AOB

- * Committee discussed the issue of next rates review and hiring contracts.
- * JF offered to help out with bookings for a week.

Meeting ended 9.00pm

Next Meeting 7.30pm Tuesday 8th April 2014