



Wingrave Community Association

Minutes of the council meeting held on Tuesday 16th January 2018 at 8pm in the Community Centre

Present: Neil Laming (Chairman); Louise Wyles (Secretary); Richard Shurlock; Suzanne Cuthbert; Tony Lambourne; Lydia Giggie; John Hawkes; Lynne Roxbee Cox

Apologies: Brenda Horne; Andy Targell (Treasurer); Tony Horne; Norman Rickard; Siv Tunnicliffe; Alan Frost; Janet Frost

1. The minutes of the council meeting held on Tuesday 29 November 2017 were approved
2. **Chairman's report**
 - a. Chairman confirmed the successful bid for Kirby Funding resulting in a grant to the WCA of £96,000 with a phased approach towards the 20:20 vision
 - b. Thanks expressed to all involved in the proposal
3. **Treasurers report**
 - a. Treasurer was absent however a report was submitted and read out by the chairman
 - b. Fred Kirby Grant - we have received the full submission amount of £96,000. We are expected to show an ongoing commitment to additional funding - both our own fundraising and additional sources of income. We can now plan to start the works from the new Financial Year per the submission.
 - c. Outstanding application with the Parish Council for £5,000 for the kitchen roof - update expected by next committee meeting.
 - d. **Receipts comments:-**
 - i. Donations include the S106 amount received to date. Further £3000 to come in from the Ball raffle and Auction – thanks expressed to Lou, Neil, Chris and everyone. Committee agreed to allocate this to the Major repairs fund to ensure we are set for our contribution to the WCA vision 20:20 plans
 - ii. The Summary does not reflect the December Bar statement We did have a slow start to the year (compared to last year) but this has picked up over recent months

and overall I'm expecting we will reach our planning target.

e. Payments Comments:-

- i. Utilities (Energy/Water) continues to defy expectations
- ii. General Maintenance is a little over our planning budget - but within a reasonable margin of error. Suggest caution with spend through to the end of the financial year. The main upcoming maintenance expense is likely to be the kitchen roof for which a grant is pending

f. Major Repairs fund

- i. Pending payment of circa £8K to Gardiff for the kitchen works, subject to adequate remediation

4. Vision 20:20

- a. Thanks to everyone for their work in pulling the proposal together
- b. Open evening still planned for 2nd February to update the village on how the WCA will spend the Kirby funding
- c. Agreement that a bar renovations team (which will consist of Neil, Lynne, Tony H, Tony L, Lydia and Andy will meet and pull together a proposal for the bar works
- d. Plan will be shared at bar committee on 20 Feb
- e. Alterations to plans to be made and a proposal will be shared with WCA committee at the meeting on 13 March
- f. Builders to be sent plans after the meeting on 13 March
- g. Work likely to take place in the summer – Lydia to make suggestions for suitable time period
- h. NB Neil will not be involved in reviewing the quotes or selecting the successful building company due to his intention to quote for the work.

5. Community Centre report

- a. Bar report
 - i. No bar report
- b. Maintenance
 - i. Tony proposes some minor alterations to kitchen (moving of sink) and some finishing is required in kitchen when Gardiff have replaced the 2 units and resolved the outstanding issues. Tony to speak to Andy about costs
 - ii. Instructions will be provided for people wanting to use the oven (because it's not used regularly it needs purging before each use)
 - iii. Legionnaires check was successfully carried out – just one tap to be replaced in disabled toilet
 - iv. Security checks suggests some additional catches are required on fire doors. Long term committee may like to talk about a security system

6. Membership Update

- a. Takings from the rounds this finance year are circa £2534 - £1500 WCA subs and £1200 200 club (£885 is break even for 200 club)
- b. 5 rounds weren't done.
- c. Draws up to Jan 2018 have now been made and Suzi will distribute prizes as well as publicise on postie and in communique (just their name)
- d. Volunteers will be requested in February with rounds taking place in March for 18/19 rounds to avoid being half way through the financial year before draws can start

7. Housekeeping

- a. Alan Frost, Ken Francis and Richard Keighley have been approached to ensure they are happy to still be property trustees and their understanding of the role.
- b. Alan (at last meeting) and Richard (by email) have confirmed they are happy to continue to stand as property trustees
- c. Ken Francis no longer wishes to be a trustee
- d. Tony Lambourne happy to be a trustee. Tony also believes Philip Bruce may be a property trustee and will check with him
- e. Final property trustees to be clarified at next meeting
- f. Richard was kind enough to detail the role of the property trustee "My appointment arose when Bucks County Council agreed to grant a lease of the Community Centre retrospectively to the Association in about 1980. Under Clause 11 of WCA's constitution, legal title to any land or buildings in which the Association had any interest had to be vested in " not less than 3 nor more than 4 named individuals approved by the Council of WCA as holding trustees". Our role is effectively a formal one, but we are required to act in accordance with the lawful directions of WCA Council. Provided we do so, we are not liable for the acts and defaults of members of Council.

8. Group reports

- a. Siv
 - i. First meeting of 10 widows taking place on 19th with another a week later
- b. Heritage Association
 - i. AGM a week on Friday at community centre with a talk on local railways

9. AOB

- a. Over 60s dinner
 - i. Thanks expressed to Tony, Lydia and all involved for an excellent event.
 - ii. 92 people attended
 - iii. Reconciliation will be shared with Andy
- b. Christmas ball
 - i. As a stand alone event £381.10 was raised by the ball. In addition £3060 was raised from the raffle and auction

- ii. Date TBC for next year – awaiting guidance from Spokes on availability
- c. 80s night
 - i. Committee approved a spend of approx. £800 for an 80s night (optional fancy dress) to be held on 21 April DJed by Dan Blaze. Tickets to be £10 in advance or £15 on door. Profits (from ticket sales after costs) will be used as additional fund raising for WCA 20:20 vision. Food will be available at additional cost. Lynne to look at extended license. Front cover of communique secured (thanks Lydia)
- d. Royal wedding
 - i. It was agreed that the WCA would celebrate the royal wedding (19th May) with a morning tea party (organised by Tony and Lydia) to watch the wedding and an after party in the evening organised by Lynne. £10 a ticket to include a bacon butty.
- e. Playgroup
 - i. Playgroups storage shed is not rodent proof. Tony to look at a short term solution to get rid of the problem and to look at a storage container solution – committee intention is to look at the storage solution as part of the bar work
- f. Communique
 - i. Lou passed on committees thanks to Tony and Nigel for work on the communique
 - ii. Outstanding an answer from Tony on whether he requires additional help on the communique
 - iii. Nigel has offered to write an article about people within the village for a regular slot in the communique – Lou to get more information

Date of next meeting: 13th March 2018

Louise Wyles
Secretary
lou@cweventproductions.com