



Wingrave Community Association

Minutes of the council meeting held on Tuesday 8th February 2020 at 8pm in the Community Centre

Present:; Louise Wyles (Secretary); Lynne Crump (Treasurer); Lydia Giggle; Tony Lambourne; John Hawkes; Tony Horne; Chris Harrison

Apologies: Andy Targell (Chairman); Suzanne Cuthbert; Lynne Roxbee Cox; Alan Frost;

1. Chairman was not present and sent apologies therefore Lynne Crump chaired the meeting
2. The minutes of the council meeting held on Tuesday 10 September 2019 were approved.
3. **Chairman's report**
 - a. Chairman wasn't present and therefore no chairman's report
4. **Treasurers report**
 - a. Lynne took council through the latest on the annual finances which are in line with expectations
 - b. Second stage of the grant for the building work has been reached and we'll hear early March if we've been successful.
 - c. Hire fees have traditionally gone up every April however due to the work about to be carried out and the 6 week closure in the summer this year the recommendation is to keep hire fees the same.
 - d. Lydia to write to all to say fees will be held this year (Lou to send draft to Lydia)
 - e. There are some classes potentially interested in hiring the hall in the future – yoga, sliming, sing and sign, baby exercise
 - f. The hall is available on a Friday for groups who wish to use it FOC whilst the bar is open. Community Choir have asked for the hall on a Saturday free of charge with the bar. Council discussed and agreed that council should stick to the current arrangement where all village groups are charged for hiring outside of a Friday.
 - g. **ACTION:** Andy to distribute the spec for the building work to council.

- h. If appropriate a meeting will be held before the AGM to get council across the plans for the building work and funding before any work is agreed.
- i. Puppy training classes – council discussed the request from a local business to hold puppy training classes at the centre. After discussion council agreed to respond and say it will not be possible to use the hall because of the terms of hire for the hall (Lou to respond to Vanessa).

5. Community Centre report

a. Bar report

- i. Bar team looking at the jobs to be done, and the best way for these jobs to be done.
- ii. Bar takings circa 5% down YOY . Cancellation of Family Fridays has had a significant income on bar revenue for the full year
- iii. Estimate for the financial year is that the bar takings will be £3,000 down on last 2 years (£11k v £14k)
- iv. First 3 – 4 months of next year will see significant taking with 4 anniversaries and a birthday party. Also interested to see if VE will take the same as the royal wedding)
- v. Air conditioning needed in the bar before the summer because it's impacting working arrangements and quality of the beer.
- vi. Does the village have an interior designer or someone interested in art who might be willing to look at the hall and make some suggestions around the bar. (Lou to ask on postie)

b. Maintenance

- i. Electrician has listed some advisories but the insurance company will need to be made aware – Andy to talk to Tony
- ii. Fire risk assessment has been done
- iii. Gas safe has been completed and the kitchen
- iv. Legionairre risk assessment has been done.
- v. Remedials have come up on emergency lighting
- vi. Fire doors have been catching but have been sorted
- vii. Guttering needs repairing – one quote received – two more to be sourced

6. Property Trustees

- a. Paperwork to be signed at next meeting (AGM)

7. AOB

- a. Parish council to discuss the bus shelter next Tuesday at their meeting

- b. Offer from Lee Bracey-Wright for the WCA to run the BBQ's at the sports club when they aren't being run at the village hall (24th July onwards). Council would like to see these continue to run throughout the summer to keep the momentum. Lou to approach the BBQ committee with the proposal and to encourage Family Fridays during the winter
- c. Council agreed drawing for building signage

Pencilled meeting for 31 March to discuss the building work

Date of next meeting: 16th June 2020 – also the AGM

Louise Wyles
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