

Wickwar Community Centre

Management Committee

Minutes

A meeting was held for the above Committee will take place on Monday 18th September 2017, at the Community Centre commencing at 7.00pm.

Attended:

Mr I Aldous – Chairman
Mr M Summers – Treasurer
Mr D Forsdike – Wickwar out of School Club
Mrs P Trull – Booking Secretary & Clerk

Apologies:

Mrs D Williams – AHA Head Teacher

1. Minutes of the last meeting

The Minutes of the last meeting held on the 12th June 2017 were accepted.

2. Reports

Chairman – No report

Treasurer

Caf Cash Account	£8971.25
Caf Gold	£2349.17
Cash in Hand	£7.90
Cheques to be paid in	£2828.20
Total	£14156.52

3. Booking Secretary & Clerk

Clerk attended adult first aid training & manual handling course. Attended Fire Regulatory Training Course, with the view to update hirers on their responsibilities during their hire period and to comply with statutory training required by hirers of a public building.

Hires to the Centre as follows:

Tuesday evening – Main hall – keep fit
Wednesday & Thursday evenings – Main Hall - Circuit Training
Friday evening - Olive Pollard – Tap dancing
Saturday morning – Olive Pollard – Dance lessons (Temp)
Sunday morning – Main Hall – kick boxing class.

Other private hires continue throughout the year.

4. Pre -School

No Report

5. **WOOSC**

Ofsted inspection report was excellent. Environmental Health Food hygiene compliance reported WOOSC has an excellent standard of food safety and hygiene.

6. **Matters Arising**

- Repairs boy's urinal – Urinals to be replaced. Quotes will be sought.
- Polycarbonate sheeting in corridor – Continue to monitor and extend if necessary.
- Centre hirers signing for keys – Signing sheet for centre keys kept by Clerk.
- Centre re decoration (in part) and deep cleaning undertaken in August 2017
- Lights replacement school main hall – Application for shared assistance for the upgrade of school hall lighting for the benefit of the school and community. It was agreed at this meeting by all those attending to grant £1000 towards this project.

7. **Correspondence**

None

8. **Any other business**

AGM to be held on the 13th November 2017, at the Community Centre commencing at 7pm.