

Wickhambrook Memorial Social Centre

Minutes of the Trustees' meeting on 6th October 2008 in the Pavilion lounge

After refreshments courtesy of the Centre Café the meeting opened at about 7.40pm.

Trustees present

Patrick Colvill, Margaret Colvill, David Turner, Linda Newell, Roz Clarry, Sam Scarff, Michael Medcalfe, Gladys Alexander, Stan Bates, Jim Field, Steve Taylor.

Public present

John Wreathall

Apologies received from

Julia Walker, Jim Fieldsend, Jackie Medley, Jo Mitchell, Deidre Smith, Dorothy Anderson, Esme Jolland, Jackie Chester.

Minutes of the previous meetings

The Minutes of the previous Trustees meeting, distributed before the meeting, were read so as to pick up on some matters known to be arising.

Matters Arising

- A small container to replace the Football Club storage facility, would cost circa £800.
- It was confirmed that there is no emergency light in the gents toilet. This is to be provided.
- A certificate is required from Chris Gray regarding the electrical installation serving the Club Room bar equipment.
- A 'box ticking' questionnaire regarding MSC projects is to be formalised as a letter in the Scene (as an invitation to attend the AGM) and as a circulation to the represented clubs and organisations. It will also be an item at the AGM for discussion with the public. **A meeting at the hall at 10.30am on Sunday 12th October is to review possible projects for the list.**
- The cost of alternative Scene production was presented. The current cost is approximately £400 per issue. By using available printing technology and printing the magazine in-house, the cost could be reduced to £200 pre issue.
- A form is required for sending to the clubs and organisations for nominations for their representatives.

Chairman's Report

- Management committee Minutes could also go to the Trustees.
- Bar upgrade work is going well.
- Optics will no longer be used in the bar area. *[Later note from Chris Gray; 'This is only a temporary measure' No pun intended]*
- The bar server roof is still leaking. It was noted that new 'long-life' roofing material is available.
- Shrubs are to be planted along the side of the field to delineate the field edge and deter vehicles from cutting across the grass.
- The suggestion that a willow tree be planted near the lone chestnut tree to reduce the soil water content was not agreed upon because the problem arises due to inadequate drainage on land which is the responsibility of the Parish Council.

Treasurer's Report

Printed statements were distributed to all present at the meeting. A copy is attached to the file copy of these Minutes.

£2,701 is to be sought from the Players, following their offer to help with the cost of the gents toilet upgrade.

The MSC account stands at about £40,000.

The builders responsible for the Gents Toilet upgrade have been paid.

The electrician is to be re-called to install an emergency light in the gents toilet.

Settlement with Chris Gray of both receipts and payments is due.

Jim Field suggested a 'bar payment' review with Chris Gray.

The attached accounts detail the Centre Café and Scene advertising revenues.

Help is needed with the administration and paperwork involved in grant applications.

Jim Field proposed a vote of thanks to the Treasurer.

Booking Manager's Report

A printed copy was distributed before the meeting and a copy is attached to the file copy of these Minutes.

The need to get to grips with the essential but long overdue Key Register was emphasised. The continuing resistance to the establishment of an up-to-date register was voiced again by one Trustee. It was stated again that without an up to date register, the security of the building cannot be assured to our insurers and without the necessary key-holder information the police cannot take meaningful action in the event of theft or internal damage to the building.

Football Club

John Wreathall (Football Club secretary) gave the following information:

The club now has only one team.

The club will no longer need the area on the stage and the wood partitioning can be used for other purposes in the hall.

The club will no longer need an external storage hut.

The 'youngsters' practice group' which the Chairman of the Football Club says is operating 'under the auspices of Wickhambrook Football Club' is in fact a 'grey area'. The Chairman asked that they be asked their official status. There are hire payment and insurances issues to be clarified and dealt with. John Wreathall will look into this matter.

There will be no weekday use of the Pavilion facilities.

The Football Club will provide the Booking Manager with dates of home matches (and use of the Pavilion) if and when this is available. John stated that it might be possible occasionally to adjust the venue for what should be 'home' games if sufficient notice is given.

Patrick suggested that the Football Club annual fee be reduced by 50%

Tennis Club

The Tennis Club has about 40 members. It could pay the full fee, regardless of what other clubs pay, but would find that difficult.

Bowls Club

The revived club is operating with a different purpose, so that it offers members a more casual (ie non-league) activity. At present it has less than £100 available for rent, and that assumes that no expenses are incurred elsewhere for the usual green maintenance requirements.

Following full and frank discussions, including a review of the rationale by which the MSC charges rent for the Tennis and Bowls Clubs which are on land now managed by the Parish Council, the following was proposed by Jim Field and seconded by David Turner:

Football Club annual fee reduced by 50%

Tennis Club fee to remain as is.

Bowls Club to pay £50

This was carried unanimously.

Bus Shelter

The suggestion that it be placed on the 'island' between the MSC car park entrances, or perhaps better, on the corner of the MSC car park adjacent to the WI Hall, was discussed.

However, the general preference was for the bus shelter to sited close to the village sign where there is a pavement and where the busses currently stop.

Building electrical test

Three quotes for a full test and inspection of the premises electrics have been received. One was recommended on the basis of reasonable cost, confidence in the contractor and the inclusion of drawings and certification. The acceptance of the quote from 'World of Wiring' (£1,000) was proposed by Jim Field, seconded by Stan Bates and agreed unanimously.

Projects

It was noted that the gents toilet is warmer.

Shrubs are required for delineating the grassed area of the field and make a clear separation from the track. For this, contributions of shrubs from local gardens will be welcome.

The improving bar area was commented on favourably.

Foyer

The foyer is to be re-decorated. Colour probably very light pink.

The signs of possible woodworm have been noted.

Double glazing

Very interesting quotes have been received for double glazing around the premises:

Main Hall high level windows: £215 each

Big front window: £630

Side door (car park side): £775

Pavilion lounge door: £900

Both external Pavilion doors: £1592

It was agreed to have the Pavilion doors double glazed; Proposed by Steve Taylor, Seconded by Jim Field and carried unanimously.

Pavilion

It was suggested that the heating for the Pavilion could be completely separated from the Main Hall heating, with a boiler located within the Pavilion. It was agreed that this was an excellent idea and should be investigated further.

Circuit Training

It was explained by the Booking Manager that the circuit training activity had been given a total of 3 month's concession so as to help get it established. This concession ended on 30th September. It appears unlikely that this activity will be able to continue due to lack of regular membership and a consequent inability to pay the hire fee. An invoice for the early October hirings will be issued and it is expected that this will precipitate a decision, which will probably be to discontinue the activity.

Wickhambrook Charity Fund-Raisers

The organisers of WCFR objected to the Minute of the Country Fayre inaugural meeting which noted that Body Rock were displaced from their possible expectation of having the first day of the Week of Events by a much earlier booking for a dance. That earlier booking had been made long before the dates of the Fayre and Week of Events were known. It was suggested in that inaugural meeting Minute that Body Rock might wish to take up a different day. That suggestion now appears likely and Body Rock will be contacting the Fayre organisers.

WCFR then stated that they would prefer not to have the date Saturday 4th July 2009 which, it had been previously agreed, would still be FOC despite the Week of Events dates being different from previous years. The stated preference would be to hold their dance on the last day of the Week of Events (Saturday 18th July 2009).

At the end of the meeting WCFR enquired about available Saturday dates in June in preference to the last day of the Week of Events. At the date of this meeting all Saturdays in June 2009 were available.

Next meetings

Management meeting on Monday 3rd November 2008
AGM on Monday 10th November 2008

Meeting closed

The meeting closed at 10.05pm

Signed

Date

