

MISSION COMMUNITY ASSOCIATION

Minutes of the meeting held on 21st June at 7.00pm

Committee Members present:

David Hobson; Spencer Robey; Jan Robey; Elizabeth Clifton; Viv Mulholland; Philip Shilling; Wendy Threlkeld; Reg Threlkeld

Others present:

Ian Lord; Fearn Metcalfe (Pre-School); Sarah Baines (Pre-School)
All around the table introduced themselves.

1. APOLOGIES FOR ABSENCE

Apologies were received from Pat Swift.

2. MINUTES OF THE LAST MEETING OF 17TH MAY 2017 AND SPECIAL MEETING OF 24TH MAY 2017 (both previously circulated by email)

The Minutes of both of the above meetings were approved and signed.

3. MATTERS ARISING FROM MINUTES (not covered elsewhere on Agenda)

Maintenance

Ian Lord reported on his design proposals. He considered that there was nothing structural to be concerned about.

The ideas he suggested we should consider are:

- * to reintroduce the South Window
- * storage solutions
- * decorating
- * lighting
- * stage area
- * external storage

He suggested we concentrate on the outside pebbledash and new signage and the foyer to be made more appealing with false ceiling and new lighting. He would suggest doing nothing to the existing floor in the foyer.

Reg T mentioned that he and Spencer R had looked at the fire exit roof and the damp that has previously occurred. Ian Lord agreed it should be looked at.

David H reported that he had done a condition survey and came up with 3 sets of priorities, which he will circulate to Spencer R and Reg T to have an input.

David H said that whatever we decide to proceed with would probably cost in the region of £5000 - £6000 plus whatever Ian Lord would need for planning if we reintroduced the south window.

ACTION: Ian Lord to put sketches together for us to discuss.

David H to discuss with all users.

Ian Lord left at this point at 7.15pm.

Communications and Social Media

David H has spoken to Georgina and she has started to look at MCA Communications and Social Media but is busy.

Stage

Jan R did not write to Richards Apex UK/Europe Ltd. for possible funding for the stage. This was due to receiving other correspondence. This to be relayed at a later date.

Missing Minutes

After asking around and a note put on MCA Facebook page, Jan R reported that the missing Minutes had turned up in the Community Centre. They are now in her possession and will be kept together with the others.

Booking Form and Terms of Hire

This item is ongoing.

ACTION: Spencer R to work on both new Booking Form and Terms of Hire

4. ELECTION OF VICE-CHAIRPERSON

Reg T nominated Phil Shilling and he agreed to stand. This was seconded by Wendy T. All in agreement.

5. CHAIRPERSONS REPORT

Pre-School

As members of the Pre-School Committee were present, David H asked whether Members of MCA were happy to discuss the Pre-School response to our letter dated 25th May 2017. It was agreed by all to continue.

The following topics were discussed:

- There was confusion over the current hours
- MPS advised that the small room could be not used by others whilst the Centre was used by Mission Pre- School in order to comply with OFSTED requirements
- Extent of removal of MPS Furniture and Fixtures
- MPS advised that there were confidential files kept in the electric fuse board cupboard and it was noted that all parts of the Community Centre should be accessible to all Users
- Disabled WC use including sensory tube and mobile changing bed. MPS to ascertain ownership
- It was found that the last formal agreement between the 2 parties had changed but not put into writing, which was leading to confusion.

Each of the MCA Committee Members stressed that they valued Pre-School as Users but some practices need to change to accommodate current and future Users of the Community Centre.

MPS advised that they would not be extending their hours from September and may consider from January 2018.

It was decided that MCA would respond in writing as soon as possible.

Reg T stressed that we should all work together to find a solution that meets the future needs of the community and use of the Hall, whilst at the same time accommodating MPS. He suggested it needs to be a joint effort.

ACTION: MCA and MPS to check files for confirmation of changes to the Agreement

David H to forward draft response to Committee Members for their comments/input before sending to MPS

MPS to advise of any deadlines for extended hours from the Service Agreement

MPS to consider how they can assist in developing solutions to some of the issues

6. TREASURER'S REPORT

6.1 Electrical Installation Test

Spencer R noted that Bawtry Electrical will carry out the test on 25th July. Pre-School have been notified.

6.2 Cupboard Locks

Spencer R reported that he had investigated and sourced door locks for the small room cupboards and also the 4 cupboards that MCA use in the old bar area. It was agreed to order these and Spencer will fit and label cupboards. All agreed.

ACTION: Spencer R to order and fit

7. MISSON COMMUNITY ASSOCIATION CONSTITUTION

ACTION: David H to update and distribute a draft to Committee Members as soon as possible

8. 2017 EVENTS

8.1 Misson Feast & Grand Draw

Viv reported that everything was organised. She asked the Committee whether we should hire posh toilets at a cost of £600 or 2 plastic ones - one male and one female for a total cost of £150. It was agreed unanimously to go for the latter.

Spencer R has obtained and distributed Grand Draw tickets for sale.

It was noted that Spencer R has spoken to the Insurance company who has said that we will need to inform Police and Fire Brigade.

ACTION: Spencer R to inform Police and Fire Brigade

5.2 Mr Dan - Circus Man

David H has spoken to Georgina about poster design but it was decided that as she is very busy we would do our own and distribute leaflets to Misson Primary School and Pre-School.

ACTION: Jan and Spencer R to create and print posters and leaflets for distribution and David H to advertise on MCA Facebook page

5.3 Village Show

After previously circulating to Committee Members David H has put the Programme together. He said that it would cost £60 for printing. All agreed to go ahead. Once printed David H would like help to circulate. He asked if anyone could collect them for him.

David H reported that leaflets had been distributed throughout the village advertising the new class for Best Floral Display. He asked that everyone try to promote this new class. This will be a precursor for the Village in Bloom.

ACTION: David H to order Programmes and Spencer R to collect

ACTION: Spencer R to canvas local garden centres for gift vouchers for the prizes

8. ANY OTHER BUSINESS

It was noted that Spencer R had produced a poster advertising all Users and contact details. This has been put on the noticeboards outside and inside the Centre.

Lizzie C said that Tickhill are interested in buying the ducks but no fee has been decided.

ACTION: MCA to decide how much we would like for the ducks

Lizzie C reported that there was a Ukulele evening on Friday 23rd June and that no advertising was necessary and that she would open up the hall.

Stage Backdrop

Wendy T has completed the backdrop and has purchased a sprayable flame retardant which will be applied at a later date. The backdrop is stored in a cardboard tube but a more substantial tube would be better. i.e. plastic piping. The backdrop is stored in the MCA shed. Lights for the backdrop to be discussed at a later date.

ACTION: Wendy T to spray backdrop and Reg T to purchase of more substantial storage tube

Autumn Clean up

It was noted that Wendy T had organised for BDC to provide equipment as before and Mark Duncombe had agreed to be first aider. The bus shelters had now been repaired and painted.

The Meeting finished at 8.55pm

9. DATE AND TIME OF NEXT MEETING - 19th July 2017 at the time of 7.00pm.