

MISSION COMMUNITY ASSOCIATION

Minutes of the meeting held on 19th July at 7.00pm

Committee Members present:

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

Others present:

Pat Swift; Sue Heritage; Wayne Heritage; Ian Lord; Joan Challoner; Fearn Metcalf; Sarah Baines; Joanne Goulden; Kevin Houghton; Jane Young; Andy Wathey; Rick Williamson; Kelly Williamson; Justine Tweedale; Karen Watt; Len Williamson; Eric Jordan; Anne Swift; Cecilia Fernandez-Hall; Kath Williamson; Kate Cameron; Cheryl Neal; Catherine Bartlett

1. APOLOGIES FOR ABSENCE

Apologies were received from Lizzie Clifton.

2. MINUTES OF THE LAST MEETING OF 21ST JUNE 2017 (previously circulated by email)

The Minutes of the last meeting were approved and signed.

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

Community Centre Works

Ian Lord tabled the sketches that he has drawn and explained some of his ideas.

The sketches will be circulated to each User of the Community Centre and any comments to be discussed at a later meeting, following which will be a consultation period. Everyone who lives in Misson is a member of the Community Association and any comments are welcome. This will also be published on the Misson Parish Council website.

ACTION: DH to distribute scope and sketches to all Users and MPC

Ian Lord left at this point at 7.25pm.

Stage

After receiving several quotes, Mainstage was favoured. Mainstage have agreed to demonstrate the stage on Monday. This was £2010.64 which includes VAT and a 15% discount. It was asked if Pre-school would be able to use the stage and it was agreed that they could.

Booking Form and Terms of Hire

This item is ongoing with progress being made.

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

Pre-School

MPS confirmed they had not found any changes to the booking Agreement.

David H confirmed that the MCA Committee had discussed a response to MPS and for the benefit of the meeting read out MCA email response dated 18th July 2017, as it was pointed out that some of MPS Committee and persons at the meeting had not seen it. Main points being:

- * MCA supports MPS using the Community Centre and it was not the case that MCA wanted to move them out of the Centre. David H commented that if MCA wanted to move MPS from using the Community Centre MCA would have advised MPS in May
- * MCA does not object to an additional two afternoons per week at a reasonable rental level that has been advised in a letter dated 25 May 2017

- * The building is a Community Centre for use by the community. All Users should work together to accommodate the needs of other Users
- * MCA has a solution for the disabled toilet. In the short term the changing table will remain and will be relocated across the door to the boiler room as and when required. This will provide space for wheelchair access.

MCA have looked through their files as requested and it was recorded on 22nd August 2012 that the hire charge be increased from £10 to £15. This was followed by a letter from MCA to MPS Committee dated 28th August 2012 stating the new charge of £15 per session for the main hall and £4 per session for the small room. (A copy of this letter was passed to MPS during this meeting.) The increase was again recorded in the Minutes of the MCA meeting of 7th October 2012.

MPS advised that they were only paying £3 for the small room and MCA explained that this had been an accounting error that had recently been spotted.

After considerable discussion with comments made by both sides the following was agreed.

- * MPS to continue to clear furniture and equipment, as they are already doing, to the bar area, when there are evening or weekend lettings using the main hall. On the occasional request that a complete clearance from the entire building is required, notice will be given for equipment to be removed to outside storage.
- * The MCA will cover MPS displays with material for events when required by a User of the Community Centre. Material will be bought by MCA.

Kath Williamson suggested that it should be made clear on the new Booking Form whether it is requested that the boards be covered.

David H said that under the last committee the MCA did not make much money. Kath Williamson strongly objected to the comment made. David H made a public apology to Kath.

David H asked if MPS had another two afternoons, what time would they need the hall until. It was stated 3.30pm for the children and 3.45pm for the staff.

It was suggested that if MCA wanted to publicise the hall, perhaps it could be completely cleared in order to take photographs.

Andy Wathey proposed that a Management Plan be drawn up to make it clear what was required when the hall was booked. Everyone agreed that this was a good idea and asked Andy W if he was willing to devise one. He agreed to provide a draft within 2 weeks.

MPS said they are running at a loss. David H pointed out that there were a considerable amount of repairs and maintenance to be carried out equating to £6500 in the next twelve months.

MPS asked if there was room for negotiation on the proposed rent levels from January 2018. MPS were asked to think about the Winter/Summer rates. Spencer R suggested that he speak with Joanne Goulden to look at the hire charges.

Justine Tweedale suggested that the Misson Action Group, the Church, MPS and MCA come together for a joint event. This was agreed to be a good idea but a considerable amount of help would be necessary.

Kevin Houghton thanked MCA for the events held so far.

ACTION:

MPS to advise deadlines for extended hours from the service agreement - nothing received; action carried forward

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

Andy Wathey to draw up a Management Plan

Ducks

It was reported that Allan Wells wanted to buy the ducks. Lizzie C had asked Tickhill and suggested £250. Tickhill were waiting to discuss at their next meeting. It was agreed to let Allan W buy them for £250. It was also suggested that the proceeds go equally to the Church Fund and Pre-School. All agreed.

ACTION: Lizzie C to inform Tickhill and arrange for the return of the ducks

Electrical Installation Test

As previously reported this will be carried out on 25th July. MPS noted that access was required to the cupboard.

Cupboard Locks

Spencer R has started to fit these and will complete during the summer with keys available to each User and a master key.

ACTION: Spencer R to continue to fit locks

Stage Backdrop

Wendy T to spray the backdrop with flame retardant during the summer. Reg T has made enquiries as to the storage tube which will be purchased in the next week.

ACTION: Wendy T to spray backdrop: Reg T to buy storage tube

4. TREASURER'S REPORT (previously circulated)

4.1 Dr Moore's donation

A donation of £1000 to MCA has been received from Dr Moore's estate. David H asked everyone to think about how this money could be spent. It was thought that it would be more fitting to spend the money on something as a memorial to Dr Moore. It was agreed that a letter of thanks be sent to Dr Moore's daughter Sally.

ACTION: All - suggestions required for Dr Moore's Legacy

Jan R to write to Dr Moore's daughter on behalf of MCA

5. MISSON COMMUNITY ASSOCIATION REPAIRS AND ALTERATIONS

5.1 Condition Survey - priority of works

This work to be started as soon as possible and phased over the next 2 - 5 years. The anticipated cost to MCA is between £6000 and £7000.

5.2 Summer works

The summer works would cost in the region of £2500 - £3000. This is for the bare essentials. David H suggested the setting up of a Building Group which would consist of Reg T, Spencer R and David H and anyone else who wanted to join. Quotations to be sorted before September.

ACTION: Building Group to obtain quotations

5.3 Improvements and Alterations

The proposal plans will be circulated after which will be a Consultation period before decisions and works are started. Any works that will be required will be dependent upon obtaining grants/funding from others.

ACTION: David H to circulate proposal plans

6. 2017 EVENTS

6.1 Misson Feast & Grand Draw 22nd July

Viv reported that everything was going according to plan and asked for people to meet on the village green on Friday at 2pm to start setting up the gazebos. Help would also be needed to clear away on Sunday.

Feedback from the community had been very good and if we can get the help needed, an all day event would be considered in the future, featuring sports during the day and a feast in the evening. However this would be dependent upon help for the sports day in the afternoon.

ACTION: Spencer R reported that he had informed the Police and Fire Brigade of the event

6.2 Mr Dan - Circus Man 19th August

Jan R informed that posters and leaflets had been produced and David H had put the event on MCA Facebook page. The posters have been put up and leaflets distributed to Misson Primary School and Pre-School. Jan R asked Pre-School if these had been given to the children and they had said that they they had. A couple of people said that they had not received a leaflet via their children from Misson Primary School.

ACTION: Jan R to contact Misson Primary School

Update: Jan R contacted Mission Primary School and was told by the person she spoke to that she had personally taken the leaflets to every teacher.

6.3 Village Show 16th September

Programmes had been collected and distributed around the village and names had been received for the Best Floral Display.

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

6.4 Other Events 2017/2018

Requests had been made via Facebook for suggestions for future events. Various ideas were suggested, some we had already thought of (i.e. clothes and book swap) but others included Indie Band and Christmas Crafts. MCA would need help to organise and run these.

Films were also suggested but the meeting agreed that this may be difficult to arrange due to licensing.

David H informed the meeting that following suggestions on Facebook he had sourced a Storyteller for Halloween. We could have two sessions, one for an hour for children and after a gap an evening session. The afternoon session would be aimed at children 7+ (The Hairy Toe) and the evening sessions would be in two halves, one mild and another a little scarier. For both sessions it would cost £300. The meeting agreed that this was a good idea and to go ahead and the date discussed. It will be Friday 27th October 2017. Kelly Williamson and Catherine Bartlett offered to make spooky cakes for the event.

ACTION: David H to book Storyteller

The meeting noted that MCA was happy to support and encourage these events. However additional help will be required, not only on the day but leading up to the event to sell tickets and make arrangements.

7. ANY OTHER BUSINESS

Badminton was suggested but it was noted that the large hall was not big enough. However it could be outside in the summer.

5-side football was also suggested.

Anne and Eric Swift would like a 1980's Fancy Dress Disco. This was well received. They would need help to organise.

ACTION: Anne Swift and Eric Jordan to look at dates and DJ's for a 1980's Fancy Dress Disco

The Meeting was brought to a close at 9.20pm.

8. DATE AND TIME OF NEXT MEETING - 23rd August 2017 at the time of 7.00pm.