

Bishopton Community Centre Association

Minutes of meeting held in the Centre on Monday 17th June 2019

Present

L. Hutchinson (Chair), B. Arrol, A. Russell, M. Roxburgh, W. Scott, P. Prior, L. Smith, I Smeaton, S. Arrol

Apologies:

E. Stevenson, R. Dukes, G. Irvine, L. Miller, M. Norton, F. Gunn, M. Peden.

Welcome:

L. Hutchinson welcomed everyone to the meeting.

Minutes of the Last Meeting:

The minutes of meeting held on 20th May 2019 were accepted as a true record.

Proposed by L. Hutchinson

Seconded by W Scott

Matters Arising:

None (remove from future agendas)

Action Log:

No actions

Correspondence

None

Property:

Repair to toilet seat in ladies toilets

Quote from Hume re: repair of main hall floor £384. Go ahead given.

Website now up and running. Need to decide by Feb 2020 how we want to proceed regarding maintenance and update. Any more pictures for the website to be sent to Paul.

L. Hutchinson raised proposal for a new sign for the community centre. Council happy for us to go ahead with this.

Action: L. Hutchinson to get idea of designs and quotes from Sneddon Signs.

Development Trust:

Not much to report. Architects appointed, high level plans available, next stage is to put together business case and to start applying for grants.

W Scott proposed vote of thanks for all Paul's hard work as property convener.

Treasurer's Report

Letting income from 31st March to date was £2786, with expenditure of £332.47 (mostly website £314.40) leaving balance in bank of £88,544.34

B Arrol will investigate interest bearing bank accounts which could be used for some of the balance.

Jim Sim, our current auditor is retiring. A new auditor will therefore be required next year.

Action: I Smeaton to approach possible new auditor

Letting Report

Most renewal forms have been received for next year from the regular groups that have lets. A few still outstanding (karate, kettle bell, yoga, Tai Chi).

Quite a few short notice requests for one-off lets recently.

The following requests were received, and agreed

- a) 20th July - Yoga workshop
- b) 10th August - Judo 10th anniversary event
- c) 11th August - Toddlers BBQ/picnic
- d) 14th Sep - Birthday party (child) 10:30-13:30
- e) 19th October – Birthday party (child) 12-4pm

The following cover was agreed

- a) 28th July – Birthday party (child) 1;30-4:30 B Arrol/S Arrol
- b) 7th August – Blood transfusion 2:30-4:00 I Smeaton; 4-6 B/S Arrol; 6-8:30 A Russell
- c) 25th August – Cycle race 7:30-10:30 W Scott; 10:30-12:30 A Russell; 12:30-2 S Arrol

An enquiry has been received about an all-day Saturday let once per month (8:30-4:30) for a dance competition. This will be followed up.

A vote of thanks was given to Alison for her hard work as letting convener.

L. Hutchinson had raised the issue of whether the person(s) covering a let needs to stay on the premises the whole time with our council contact. Advice given was that risk assessments and fire risk strategy would need to be considered. Letting forms might also require updating to indicate lessee responsibilities. M Roxburgh mentioned duty supervisor rules that existed previously. It was proposed that a small subcommittee is formed to address this issue, volunteers to be recruited at next meeting

Action: Form a small sub-committee to address issue of person covering let not being present for whole time.

Bishopton week feedback:

There had been a mix-up over the timings for the dancing and Big Vern show on the Thursday. It was agreed that a letter of apology would be set to the dancing school and they would not be charged for their let on that day.

Action: L. Hutchinson to contact dancing re: apology/let refund

AOCB:

- a) L. Hutchinson stated that the Community Centre had supported the Bishopton Week Fun run in the past by donating trophies. Four of the 6 trophies needed replacing this year at a cost of £200. The committee agreed to meet the cost of the new trophies.
- b) L. Hutchinson raised the issue of an entertainment licence. The Bishopton week group had purchased one for the Big Vern concert. Renfrewshire Council are also being more vigilant regarding this so it would be useful for us to purchase one for the Centre. It would last for 2 years and would cover any groups using the Centre. The committee agreed that L. Hutchinson should progress this.

Action: L. Hutchinson to investigate obtaining an entertainment licence for the Community Centre.

- c) I Smeaton had noticed that the Bank of Scotland in Erskine had folding doors. This might be a possible option for replacing the Community Centre front doors.

Action: L. Hutchinson to investigate folding doors option for Community Centre

Dates of Next Meeting: Monday 19th August at 7:30pm