

Bishopton Community Centre Association

Minutes of meeting held in the Centre on Monday 16th September 2019

Present

L. Hutchinson (Chair), A Russell, I Smeaton, W Scott, L Smith, F Gunn, M Roxburgh, E Stevenson, P Prior

Apologies: R Dukes, M Norton, B Arrol, S Arrol, L Miller, G Irvine, M Peden

Welcome:

L. Hutchinson welcomed everyone to the meeting.

Minutes of the Last Meeting:

The minutes of meeting held on 19th August 2019 were accepted as a true record.

Proposed by I Smeaton

Seconded by A Russell

Action Log:

Date set	Action	Outcome
17/06/19	Form a small sub-committee to address issue of person covering let not being present for whole time.	Ongoing – rather than form a sub-group it was decided that L Hutchinson would draft some instructions regarding this for the whole committee to discuss.
17/06/19	L. Hutchinson to investigate obtaining an entertainment licence for the Community Centre.	Ongoing – some information has been received from the Council
19/08/19	I Smeaton to check if this date (of 1 st Dec for Christmas light switch on) is OK with Council	Completed – this date confirmed as OK by Council (time 6:30pm)
19/08/19	A Russell to dispose of broken equipment and identify owners for other equipment in storeroom.	Ongoing.
16/09/19	A Russell to respond to the email from Gryffe Advertiser.	New
16/09/19	A Russell to email Thursday lets to draw attention to toilet seat damage	New
16/09/19	A Russell to remind all lets that fire drills should be carried out and frequency.	New

Correspondence

An email had been received from the Gryffe Advertiser asking if we wanted a list of the weekly events at Bishopton Community Centre to be publicised in this monthly magazine. Agreed that this was acceptable.

Action: A Russell to respond to the email from Gryffe Advertiser.

Development Trust:

P Prior had not attended the last meeting of the Development Trust. However, the minutes should be available in about 2 weeks. There is a public meeting on Sunday 22nd September from 2-4:30pm in the Community Centre when the plans for Holmpark and the results of the survey will be available.

Treasurer's Report

Letting income in last month was £1327.00
Expenditure was £1686.09 (including £1651.00 for new BCC sign)
Balance in bank £89,634.06

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

Letting Report

The following requests were received, and agreed

- a) Brownies earlier start time of 5pm on Monday 7th October
- b) Toddlers – Friday 27th Sep 8-11pm (toy clean)
- c) 9th Nov – Birthday party (child) 2:30 to 5:30pm
- d) Nursery nativity practices: 17th Dec (pm), 19th Dec (am and pm)
- e) Highland Dance School - one Saturday per month 08:30-4:30pm – dates to be confirmed
- f) New Adult French class – Fridays 2-3pm – start date to be confirmed

Two enquiries had also been received:

- a) 21st Birthday party – 8th Feb 2020
- b) Bishopton Youth Club – 35th anniversary event

No cover to be arranged yet for the above lets.

Property:

P Prior reported as follows

1. Hume flooring – still awaiting a date for the repair to floor in main hall. A Russell suggested Thursday 17th October as a suitable date.

2. Website – minutes from last 2 meetings have been added in pdf format.

From Feb next year the following charges for the website will apply:

- hosting charge of £5/month (£60 for year)
- minor update charge of £10/month (covers adding minutes, updating small changes such as names, times).

3. Front door – new motors and safety sensors have been fitted, just awaiting brushes to be fitted to the bottom of the doors. Once job is complete the invoice will need to be paid and an installation certificate will be issued.

A note giving instructions for operating the new doors is on the wall beside the doors.

4. Minor repairs:

- Filler on window in small hall
- Toilet seat repair in ladies' toilets

It was noted that several toilet seats have been damaged this year and this is happening after Thursday lets.

Action: A Russell to email Thursday lets to draw attention to toilet seat damage

AOCB:

I Smeaton mentioned the lack of fire drills being carried out.

Action: A Russell to remind all lets that fire drills should be carried out and frequency.

I Smeaton reported that the date for the Christmas Tree light switch-on was confirmed as Sunday 1st December at 6:30pm. (I Smeaton, R Dukes and J Watson would work on this event again with support from Committee members). I Smeaton would also check if Dargavel have an event planned for the same date.

F Gunn reported that the new karate mats had not arrived yet but it was intended to store them on a trolley in the storeroom when they arrived.

L Smith raised the issue of approval of notices for displaying on notice boards. It was agreed that any commercial notices would be removed. Going forward the notice boards will be checked at each monthly meeting.

L Smith raised the issue of no paper towels in the toilets for drying hands. The Council are now supplying rolls of blue paper rather than paper towels and these would be made available.

Date of Next Meeting: Monday 21st October at 7:30pm

Dates of future meetings: 18th November, 16th December 2019