

## **Bishopton Community Centre Association**

Minutes of meeting held in the Centre on Monday 17<sup>th</sup> January 2022

### Present

L. Hutchinson (Chair), A Russell, W Scott, L Smith, S Arrol, B Arrol, E Stevenson, P Prior, R Dukes, M Norton, J Johnstone, B O'Shea, F Gunn

Apologies: I Smeaton, G Irvine, E Hutchinson, M Peden

### Welcome:

L. Hutchinson welcomed everyone to the meeting.

### Minutes of the Last Meeting:

The minutes of meeting held on 16<sup>th</sup> March 2020 were accepted as a true record.

Proposed by E Stevenson

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. 17/01/22 - Ongoing
17/06/19	L. Hutchinson to investigate obtaining an entertainment licence for the Community Centre.	17/01/22 - P Prior will email Council to get information regarding this.
19/08/19	A Russell to dispose of broken equipment and identify owners for other equipment in storeroom.	17/01/22 – clear out of equipment still ongoing.
16/12/19	B Arrol to investigate opening a 1-year bond and easy access account to gain a better return on our funds	Ongoing
20/01/20	A Russell will contact Karen to arrange reimbursement of cleaning supply expenses.	Complete
17/02/20	I Smeaton to contact Renfrewshire Council re: Christmas light switch on date and arrangements	Complete

## Correspondence

None

## Treasurer's Report

Balance in bank £92K

Income during 2021 - £450 for elections (from Council)

Outgoings approx. £1000 (£400 for deep clean before reopening; insurance, equipment purchased to ensure Covid compliance)

## Letting Report

Most regular lets have returned. One or two still to respond. Some slight changes to times and halls booked (eg dancing finishing at 7:15pm on Thursdays).

A Russell has received new requests for new regular lets and will respond to these now that the centre is open again.

Forthcoming lets:

- Guide Sleepover: 11<sup>th</sup>-12<sup>th</sup> March
- Blood Transfusion dates: 28th March, 2022 27th July 2022, 28th November 2022, 29th March 2023 (12:30-8:30pm)
- Scottish local Government elections – 5<sup>th</sup> May (hall unavailable from 4<sup>th</sup>-6<sup>th</sup> May)

## Property:

Discussion about the how the use of the fob when entering/exiting the building. A notice giving instructions will be shared with users.

P Prior reported on a number of other issues:

**Mice** – evidence of these found under stage and in store cupboard. A deep clean with bleach and a good tidy have now been completed. Council Environmental Health department have recommended putting down poison boxes (P Prior will action this).

Hall users will be asked to NOT store any food or drinks in their cupboards.

**Car park** – 10 spaces have been allocated for use by Cairellot nursery. This should leave approx. 20 spaces for hall users. Car park usage will be monitored to see if this is sufficient.

**Store in main hall** – still looking to clear out any equipment that is no longer required as this store is very full and a bit messy currently. It was noted that the door was not closing properly – P Prior to have a look at this.

**Rewiring and decoration** – now complete. Building now alarmed. Sensor lights in lobby areas. Main hall lights still require to be switched on/off.

AOCB:

Council has provided a new hall caretaker/cleaner 2 hours/day (Mon – Fri), total of 10 hours/week.

Lost property – current items in box will be cleared out. Reminder to lets to check the lost property box which will be kept in the office. Any items in the box will be kept for 6 months before being disposed (sent to charity shop).

M Roxburgh has stated her intention to step down from the committee. Flowers and a card will be sent to thank Margaret for her many years of service to the community centre.

Shirley proposed a big vote of thanks to Lynne and Paul for all their hard work in maintaining the community centre over the last 2 years during the pandemic. Seconded by the whole committee.

J Johnstone commented that the lights in the garden were great and enquired about whether the shed in the garden could be used for storing outdoor equipment for Rainbows/Brownies. P Prior will check the state of the shed to see if this is feasible.

Date of Next Meeting: Monday 21<sup>st</sup> February at 8pm

Dates of future meetings: TBC