

BISHOPTON COMMUNITY CENTRE ASSOCIATION

Minute of the **Annual General Meeting** held in the Community Centre on Monday 23rd May 2022

Present

L. Hutchinson (chair), E Stevenson, S. Arrol, W. Arrol, M. Norton, P. Prior, F. Gunn, A. Russell, L. Smith, Julie Johnston, Barbra O'Shea, Joyce Harris.

Apologies

Apologies for absence were submitted by M. Peden, R. Dukes, E. Hutchison, G. Irvine, W. Scott, I. Smeaton.

Welcome

L. Hutchinson welcomed all to the meeting.

Minutes of AGM held on 20th May 2019

The minutes of the previous AGM held on 20th May 2019 were approved on the proposal of P Prior and seconded by L Hutchinson.

Chair's Review of the Year

Ladies and Gentlemen

Three years since our last AGM, who would have foreseen that happening back in 2019? It is maybe just as well we don't know what's ahead of us.

In March 2020 the Community Centre closed and we thought it might be for a couple of months. We even planned for the AGM to be in September 2020. However, as we are all very aware that didn't happen and we eventually were given the go ahead to reopen by Renfrewshire Council around August 2021, after we had undertaken a risk assessment, bought hand sanitiser and made up posters on keeping your distance, wearing a mask and not to enter if showing any signs of Covid.

While the Centre was closed, we got agreement that the Health Centre could use it to administer the Covid vaccinations to local people which they did in early 2021. Members of this Committee volunteered to steward the car park and it was enjoyable to meet up again even if it was in twos outside in the cold. The Centre was used later in 2021 by Renfrewshire Council to encourage the use of lateral flow tests. During that time 406 tests were undertaken, 3 of them positive, and 58 kits were taken for testing at home. The Blood Transfusion Service also were able to use the Centre during this time.

On 4 March 2021 Mhairi's daughter was walking their dog near the Community Centre and heard an alarm from inside. Mhairi contacted me to let me know and it turned out that it was the fire alarm ringing which was not monitored. We were very lucky - the 4 charging points for the electric vehicles had overloaded the main electricity supply and had generated heat in excess of 120 degrees centigrade.

The Defibrillator has also been used 3 occasions that we know of over the past 3 years. Despite it being on the Circuit, the national defibrillator network system it is always a challenge finding it again! So, we have resorted to placing a note inside the box with Paul's contact details.

Meanwhile, back at Renfrewshire Council they had obtained funding to greatly improve the electrical systems within the Centre. Unfortunately, the timing of this project clashed with the re-opening of the Centre which was very frustrating but, as I think you will agree, worth it to see the result. The impressive additional lighting around the Centre was actually requested by us as an addition to the project and this reflects the excellent and close working relationship that our Property Convenor, Paul Prior, has with Renfrewshire Council.

Since our last AGM we have lost 3 members – Miss Littlejohn, Margaret Roxburgh and Linsay Miller. I would like to thank them all for the incredibly valuable contribution they have made over many years of being on the Committee. We have also lost the services of our part time care taker Kayrn who had also been here a long time and not only kept the Centre spotless but was very much part of it.

We are pleased to have welcomed 2 new members – Julie Johnstone who has taken over the Brownies and Barbara O'Shea from the Toddlers Group - they are both very welcome.

Looking forward to the next 12 months, in June we will be as usual taking an active part in Bishopton Week hosting Big Vern and the Shootahs on Saturday 11 June and the fun run the next day.

I would like to thank and acknowledge the commitment of all of the Committee's members who have come back on board after such a long absence and continue to cover lets and contribute to the discussions on issues which impact on the running of the Centre. And also to thank our lets who stuck with us and have returned to make us the popular busy Centre we were before.

As usual, I would encourage more volunteers from our groups and the community to become involved with the Centre to keep our Committee fresh and forward thinking.

To conclude, I want to record my grateful thanks to the office bearers, Elaine, the Deputy Chair, Lynne our Secretary, Billy our Finance Convenor, Alison for Letting and Paul, Property Convenor for their ongoing support and interest in keeping the Centre going over the past 3 years.

They have all worked hard but I would particularly like to mention how Billy kept on top of the many questions from our insurance because of the building being closed; Alison kept our lets updated with limited and conflicting information on re-opening; and Paul who was here every week checking the water, keeping on top of repairs, using the opportunity to clear out with many trips to the dump as well as keeping in touch with Renfrewshire Council to reopen as soon as was possible. We owe them thanks.

Thank you.

Treasurer's Report and Presentation of Accounts

No report available

Letting Convener's Report

This report covers the period May 2019 – April 2022.

After the summer break in 2019 most of our regular lets returned and we also had several one off lets including the Blood Transfusion Service and private parties. However, in March 2020 with the onset of the Covid pandemic the centre was closed as a matter of public safety. It remained closed until August 2021 when the council deemed that it was safe to reopen the centre. During this time the only permitted use of the centre was for elections and the Blood Transfusion Service. Unfortunately, due to essential rewiring work the centre was only open for a few weeks before closing again for 12 weeks for the works to be undertaken.

The centre finally fully reopened in January 2022. All our regular lets returned with the exception of the French Class and Bridge Class, however there were a few alterations to timings to allow more social distancing by using the main hall for all lets. The main hall is now almost fully utilised with only a couple of vacant time slots. The committee rooms are not being used by many groups due to size placing limits on the capacity.

We have had a higher than normal number of requests for one off lets since we have reopened and this is probably due to the fact that other halls within Bishopton were still more restricted until recently and also the increased size of Bishopton.

I would like to thank those members of the committee that have given up their time and volunteered to act as duty keyholders for these events, without your help these events would not have been able to go ahead and I am very grateful for your assistance.

Property Convener's Report.

Busy few years since our last AGM and in fact I have been coming down here pretty much once a week for various reasons.

During lockdown the Council asked me to do a weekly check from March 2020 including running water in all the taps to prevent the risk of salmonella.

Just as we were about to reopen last summer we were told that a renovation project by the Council was required. This was budgeted by them so it had to be done this FY. In addition, it was a legal requirement to upgrade our fire and alarm systems. A lot of work for over 3 months was involved including improved internal and external lighting, rewiring of the electrical setup, CCTV installation covering the car park and public areas, fire alarm linked to emergency services, and finally extensive redecoration throughout the Centre to make this 1970s building look quite a bit fresher.

And then when that was almost completed....

Some guttering on back roof fell off which led to rainwater coming down the cavity wall and making the wall along the bottom of the main hall sodden. That led to a delay in redecorating the hall as it took several weeks to dry out the walls with dehumidifiers before the decoration could be completed.

And then

.....mice droppings were discovered in understage area (where there is a kiddies toy and fun store) and also in the Slimming World cupboards in store room. So that meant we had to arrange a deep clean and clear out of the areas involved, leaving down boxes of mice poison bait. As a result, we have had to introduce a total ban on food and drink being left overnight in the centre

Many of you will have noticed the winter conditions led to some pretty large potholes in the car park. These were fixed temporarily by us but now proper job has been done by Council contractors (after a bit of chasing)

Relationship of the BCCA with the Council is very good - we keep in touch by email and telephone and response times in general good (eg we have had frequent boiler issues). The Council was a bit slow on sorting potholes but we worked round that as I said and now a good job has been done.

Now back to normal - our 700 or so users across over 20 plus community groups are back to being able to enjoy using the Centre.

Election of Chairman

L Hutchinson was proposed by E Stevenson and seconded by S Arrol. There being no further nominations, L Hutchinson was elected as chairman.

Election of Vice Chairman

E. Stevenson was proposed by M Norton and seconded by S Arrol. There being no other nominations. E. Stevenson was elected Vice Chairman.

Election of Treasurer

E Stevenson was proposed by S Arrol and seconded by L Hutchinson. There being no further nominations, E Stevenson was elected as Treasurer.

Election of Secretary

L Smith was proposed by L Hutchinson and seconded by S Arrol. There being no further nominations L. Smith was elected as Secretary.

Property Convener

P Prior was proposed by M Norton and seconded by S Arrol. There being no further nominations P Prior was elected as Property Convener.

Letting Convener

A Russell stated her intention to step down from the Letting Convener role after 10 years in the post. There were no nominations for this post.

A discussion took place regarding how the management of lets and associated invoices could be streamlined. It was agreed that a meeting of office bearers would take place to discuss the updating of the letting forms and to consider the best way forward to fill this post.

Election of Committee

Members of the committee present at the meeting were willing to continue as committee members: W Arrol, S Arrol, A Russell, J Johnston, M Norton, B O'Shea, F Gunn.

Appointment of Auditor

As our previous auditor J Sim had now retired there is a requirement to appoint a new auditor. W Arrol will approach G MacSporran to see if he would be able to take on this role.

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S Arrol raised the issue of covering lets and enquired whether we could have designated supervisors who received a remuneration. After discussion it was agreed that the office bearers would arrange a separate meeting to look at issues relating to letting and bring back some suggestions which could be discussed more fully at the next BCCA meeting.

Joyce Harris, local resident was thanked for attending the meeting, enabling a quorum which allowed the AGM to go ahead.

L Hutchinson thanked all for their attendance and closed the meeting.