

Bishopton Community Centre Association

Minutes of committee meeting held in the centre on Monday 20th November 2023

- 1. Welcome:** L Hutchinson welcomed everyone to the meeting. Carol Johnston was welcomed as a possible new member to the committee.

Present: L Hutchinson, P Prior, L Smith, B O'Shea, W Scott, R Dukes, P Lengyel, S Arrol, G Fraser, E Stevenson, E Waters, C Johnston

Apologies: E Hastie, G Irvine, M Norton, J Johnston

- 2. Minutes of Last Meeting:** Minutes of the October meeting had been distributed and were proposed by W Scott and seconded by L Hutchinson.

3. Correspondence:

Emails from Morag Scott and Julie Johnson

Morag requested use of 15 tables from community centre for a Care home residents Christmas lunch. This was approved as long as tables are returned by 29th December (function booked for that date)

Julie asked a number of questions – given below with BCCA response:

Q: Could the outdoor handle of the main door be removed?

R: No

Q Could roller blinds be fitted to doors as sensor lighting cannot be adjusted?

R: Suggestion that blackout panels could be used rather than blinds. B O,Shea would investigate providing these.

Q: Repair to side door ramp?

R: A job has been raised with Renfrewshire Council for this. However, it is likely they might not do until the Spring. P Prior will keep an eye on this job and will chase if necessary.

Q: Rainbows have received funding from the Coop and would like to spend some on the garden. Would the BCCA match the Rainbows contribution?

R: In principle yes. Details of what is proposed should be brought to a future BCCA meeting for discussion.

A member of Bonnie Bishopton has asked if they could have a table for books/jigsaws in the Foyer to raise funds for Cancer Research. The committee approved this request.

4. Treasurer's Report:

Current Balance: £103,716.15

Income for Nov £1,648

Expenses for Nov £50

Money is in the process of being moved to the term savings accounts as agreed at the last meeting. However, the bank are currently working 3 to 4 weeks behind. Interest in the accounts will accrue from the day we opened the accounts so we will not lose out.

E Hastie has indicated that she is now able to continue as treasurer for the next year.

B O'Shea to be added to online account so that she can see when invoices have been paid for lets. Xero to be trialled going forward.

5. Letting:

New let requests:

- 1) Study sessions Tuesdays 6-7pm 9th Jan – 27th Feb 2024
- 2) Kids football end of season event Sat 13th Jan 7-11:45pm
- 3) Rainbows Saturdays 1-4pm 3rd Feb, 2nd March, 6th April, 4th May
- 4) Rainbow sleepover Friday 7th Jun – Saturday 8th Jun
- 5) Arts and Crafts Fayre Sat 23rd March 8:30-4pm
- 6) Cycle races: 2nd Jun 8-11:30am; 21st Jul 7-2pm
- 7) Blood Transfusion Thurs 18th Jul 2024, Wed 27th Nov 2024, Wed 5th March 2025
(12:30-8:30pm)
- 8) Halloween Hunt 26th and 27th Oct 1-9pm

All of above requests approved. Just a few issues to be followed up as detailed below.

B O'Shea to check if the study sessions (query 1 above) could do 6:30-7:30 – this would mean that hall would already be open by other groups so no extra cover to open. (post meeting note: time moved to 6:30-7:30pm)

B O'Shea to check with Blood Transfusion if they could change one of the Wednesday dates to another day so that the same lets are not being affected by these visits.

The table below lists approved lets and the cover arranged for them. Cover for lets in January onwards will be arranged at future committee meetings.

Date	Event details	Cover
December		
13/12/23	Cairelliot Xmas event 12:30-16:45	S Arrol to open and close
14/12/23	Cairelliot Xmas event 9:00-15:15	B O'Shea to open Dancing will be in pm so no cover needed to close
16/12/23	Yoga extended session 11:30-1pm	H Yule
16/12/23	Birthday party 1:30-3:30pm	B O'Shea to open L Hutchinson to close
29/12/23	Private Party 6pm - midnight	B O'Shea
2024		
13/01/24	Football end of season event	
20/01/24	Birthday party 1-3pm	

24/02/24	Birthday party 1-4pm	
Wed 6 th March	Blood Transfusion 12:30-8:30pm	
23/03/24	Arts and Crafts Fayre	
02/06/24	Cycle race 8-11:30	
Thur 18 th July 2024	Blood Transfusion 12:30-8:30pm	
21/07/24	Cycle race 7-2pm	
26 &27 Oct 2024	Halloween Hunt 1-9pm	
Wed 27 th Nov 2024	Blood Transfusion 12:30-8:30pm	
30 th Nov/1 st Dec 2024	BCCA 50 th Anniversary Celebrations	
2025		
Wed 5 th Mar 2025	Blood Transfusion 12:30-8:30pm	

Other issues:

Blood Transfusion have asked for a contact phone number. Suggested that the number of the person closing up should be given. Committee agreed.

Email from a regular hall user raised issues of doors being left open, heaters switched off, shutter in kitchen left up. B O'Shea will send an email to all hall users reminding them of checks to do before closing up hall after their lets.

6. Property Report provided by P Prior:

1. Invoice paid of £228 to Andrew Millar joiner for fixing heater grills to wall in Centre and putting wire mesh in 5 air vents at high level in main hall to prevent birds nesting in them in summer.
2. Website update and charges - Viktor Balazs has taken over web support and updates as from November. He will also pay for Ionos web hosting.
3. Low water pressure in all 3 toilets job ref 123578 reported 13 November, awaiting new pump.
4. Leak in men's changing room caused by skylight in storeroom - job 121250 - chased again but leak seems to have stopped so not urgent.
5. New slabs outside job ref 120789 - this needs to be done by next Spring when weather improves so not urgent but will chase to keep it on the agenda.
6. Pothole in car park entrance - will order tarmac and spray this week.

7. Christmas Lights switch on – Wednesday 29th November

Arrangements and roles for the Christmas lights switch on were discussed. The BCCA will purchase tea/coffee/milk etc this year. The committee voted on the charity to receive any donations. Erskine Veterans Charity was selected.

AOCB:

Frame from the disabled toilet currently sitting in the gents toilets – can be disposed of.

Kitchen trolley has a do not use sign and is not in kitchen? P Prior to investigate.

Art event went well. However, their stands had been disposed of when the store room was tidied and cleaned. Replacement stands will be purchased for the use of the arts group and any other groups within the centre. R Dukes to provide information on suitable stands for purchase.

Heating in the committee rooms was discussed. Reminder will be sent to hall users to switch heaters back on if switched off during their let.

New shovel for hall cleaning to be purchased.

Date of Future Meetings: Monday 11th December 2023 at 8pm