

Bishopton Community Centre Association

Minutes of committee meeting held in the centre on Monday 21st October 2024

1. Welcome: L Hutchinson welcomed everyone to the meeting

Present: L Hutchinson, L Smith, P Prior, S Arrol, W Scott, M Norton, R Dukes, J Johnston, E Stevenson, F Gunn, P Lengyel.

Apologies: G Fraser, E Hutchinson, B O'Shea, E Hastie, G Irvine,

2. Minutes of Last Meeting: Minutes of the September meeting had been distributed and were proposed by S Arrol and seconded by L Hutchinson.

3. Correspondence: Email from Councillor James MacLaren asking if he could leave copies of his community council report for community centre users in the centre. Committee agreed this would be fine. They could be left in a poly pocket on the noticeboard just inside the front door.

4. Treasurer's Report:

Current Account Bank balance: £18,878.14

Savings accounts with £20K and £70K

Income £1513.00

Expenses £2,805.43 (Projector and Art stands were big expenses this month)

The savings account of £70K is due to mature on 4th November. Interest of £2,533.81 due. E Hastie had asked if we wanted to deposit funds in an interest-bearing account again? Rates on offer are 3.03% for 6 months and 2.75% for 12 months. Committee agreed to deposit of £70K in the 6 months account.

Discussed issue of private lets being paid in advance. Integration of Hallmaster and Zero would help with keeping track of when one-off lets have been paid. L Hutchinson now has admin access to Hallmaster.

5. Letting:

New let requests

1. Sunday 22nd December 1st Birthday party 4-8pm
2. Saturday 25th January '25 Brownie Fundraiser 1-5pm
3. Sunday 16th February 7th Birthday party 1-9pm
4. Saturday 17th May Boutique Baby Sale 1 to 3:30
5. Sunday 15th June School Chess Tournament 12:30-6pm
6. Saturday 28th June Gryff Hillwalking club had requested committee rooms and kitchen however whole centre is usually hired for private functions. As a not-for profit club committee could consider charging community rate for this hire.

7. Blood Donor Service have requested the following dates: Thursday 17th July 2025, Wednesday 10th November 2025, Thursday 5th March 2026 all 12:30-8:30pm.

All above requests approved.

The table below lists cover for upcoming lets.

Date	Event details	Cover
November		
Sunday 10 th Nov	Boutique Baby sale 12:30-3pm	F Gunn to open and L Hutchinson to close.
Mon 11 th Nov 2024	Blood Transfusion 12:30-8:30pm	G Irvine to open and S Arrol to close.
16/11/24	Arts and Crafts Fayre	No cover required.
16/11/24	Good to Go Paint 5:30-8:30pm	Will use key safe
23/11/24	Child birthday party 1:30-4:30pm	P Lengyel to open and close.
24/11/24	Child birthday party 1-3pm	L Hutchinson to open and close.
Wednesday 27 th Nov	Christmas Lights switch on	
30 th Nov/1 st Dec 2024	BCCA 50 th Anniversary Celebrations	
December		
Sunday 1 st Dec	1 st Birthday party 1-4pm	
Saturday 7 th Dec	Christmas Dinner fundraiser 5-11:30pm	
17/12/24	ELF Academy 4:30-6pm	
22/12/24	1 st Birthday party 4-8pm	E Stevenson to open and W Scott to close.
31/12/24	Hogmanay party	Let to cover (Bishopton Primary PTA)
2025		
Tuesdays 21/01/25 – 01/04/25	Stage Avenue (Kids theatre group) 4:30-6pm	Regular let – issue key?
25/01/24	Brownie Fundraiser 1-5pm	E Hutchinson to cover?
01/03/24	GG Bishopton Spring Fayre	No cover required.
16/02/25	7 th Birthday party 1-9pm	
Thur 6 th Mar 2025	Blood Transfusion 12:30-8:30pm	
17/05/25	Boutique Baby sale 1-3:30pm	
15/06/25	School Chess Tournament 12:30-6pm	
Saturday 28 th June	BBQ Gryff Walking Club	P Prior to cover
Thursday 17 th July 2025	Blood Transfusion 12:30-8:30pm	
Wednesday 10 th November 2025	Blood Transfusion 12:30-8:30pm	
Thursday 5 th March 2026	Blood Transfusion 12:30-8:30pm	

6. Property Report provided by P Prior:

1. Office PC which had been left in bits has now been collected by Renfrewshire IT.
2. Grass cutting - Lewis is starting work so will not be doing our grass next year. TDH have agreed to do it instead on a 2 weekly basis for £50 which I have agreed for next year. Also spoken to Bonnie Bishopton and they agreed to put weedkiller down on paths and I will dig up weeds after 2 weeks. I can then contract someone like TDH to fill in the gaps with mortar to prevent re growth.
3. BCC 50th Anniversary Photos - 30 plus received from 7 groups so far. We will wait for more to come into the email address by the end of October closing date. The plan is they will be displayed using the new projector during the BCC 50th anniversary evening.
4. Keysafe - will locate manual and suitable screwdriver so we can change the code in future.

7. Christmas lights switch on - Wednesday 27th November

Arrangements for this event were discussed.

Doors will open at 6:15pm, police have been informed, Bonnie Bishopton have been made aware, two first aiders have been requested from St Andrews Ambulance. Good citizens will switch on lights. Carol singing will be led by Singing for wellbeing. Donations for tea/coffee etc will be given to Erskine Hospital. Any leftover food etc will be donated to Chit Chat group or foodbank (unopened).

A new poster has been created and will be shared via Facebook etc at the beginning of November.

P Prior will close off car park on the day and other committee members indicated their availability to help.

8. BCCA 50th Anniversary

An update was given on progress with arrangements for this event. Souvenirs about to be ordered. Food and cupcakes booked. Poetry sessions with local primary schools is underway. On the night there will be a quiz, the winning poems from poetry competition, some accordion music. Timing is from 7-10pm with the buffet at 8pm.

Help from committee members to help decorate the hall in the afternoon 2-4pm would be appreciated. If any groups want to add leaflets to tote bags this would be fine.

Final call for photos from all groups for the end of October. The intention is to have both a static display of some photos and a digital display using new projector/screen.

Reminder for committee members to respond to the invite to the event.

AOCB:

Projector and screen have been delivered and will be stored in the office. We need to develop a protocol for its use. Richer Sounds willing to do a demo at the centre – need to decide on a suitable date for this and invite user group representatives.

The new display stands will be delivered on a pallet on either Friday 25th Oct or Friday 1st November. R Dukes will put a message in the whatsapp group once date and time is known. Help would be appreciated to offload from the pallet into the centre. (Post meeting note: display stands were delivered on Wednesday 23rd October. Thanks to committee members who helped to move these into the centre.)

L Hutchinson has developed a checklist for closing up the centre.

Date of Future Meetings: Monday 18th November, Monday 16th December.

NOTE: START TIME OF MEETING IS NOW 7:15pm