

# KENN CENTRE MANAGEMENT COMMITTEE

Minutes of a meeting held Thursday 7th December 2017 at 7.30 pm

NO	MINUTES	ACTION
1.	<p><b>Attending:</b> Peter Vickery (Chair), Elizabeth Harman, Peter Phillips, Simon Preece, Jackie Sands, Sue Westwood, Neil Woodward.</p> <p><b>Apologies:</b> There were no apologies</p>	
2.	<p><b>The minutes of the Meetings</b> held on the 12<sup>th</sup> October 2017 were agreed by the Committee and signed by the Chair as a true record.</p>	
3.	<p><b>Matters Arising</b></p> <p>(a) <b>Summerhouse</b> - JS raised the subject of the future of the Summerhouse. It was agreed that, due to lack of use, the Summerhouse could be disposed of but it would be preferable to wait until the better weather to do so.</p>	
4.	<p><b>Correspondence</b></p> <p>(a) A letter has been received regarding Partridge Cycles' plan to develop its large store into office and storage space. It was agreed that the proposed scheme would not affect the Centre and there would be no objection to it.</p> <p>(b) A letter of thanks has been received from the Oesophageal Cancer Support Group. As this group is a regular user of the Centre, the Committee was pleased to receive such a letter.</p> <p>(c) The Rabbit Fanciers group has written to request a reduction in its hire charge. This has already been resolved by NW and the Committee supported his decision not to reduce the charge.</p>	

5.	<p><b>Treasurer's Report</b></p> <p><b>EH presented the Treasurer's report as follows;</b></p> <p>(a) For the period ended 7th December 2017, income stood at £34,846, with expenditure at £28,315, giving a final operating surplus for the year to date of £6,531.</p> <p>Debtors total £245, one of which is a member of the community who has an outstanding charge of £75.</p> <p>(b) EH confirmed that this year's PRS charge will be £747.</p>	
6	<p><b>Fire, Health and Safety</b></p> <p>(a) <b>Accident Book</b> - There has been no entry in the accident book since the previous meeting.</p>	
7	<p><b>Upkeep of the Hall</b></p> <p>(a) <b>Milford Room Blinds</b> - This is yet to be resolved</p> <p>(b) <b>Heating System</b> - Repairs to the thermostat are on-going.</p> <p>(c) <b>PA System</b> - The recent problems were caused by damage to the microphone, which has had to be replaced.</p> <p>(d) <b>Data Projector</b> - It was agreed to purchase a replacement data projector.</p> <p>(e) <b>Rubbish Disposal</b> - Prices have been received from Coastal Waste and Viridor. NW will carry out the necessary comparisons and report back.</p>	<p>NW</p> <p>NW</p>
8	<p><b>General Reports</b></p> <p>(a) <b>Capital Schemes - Emergency Lighting</b> - In the absence of permission from Partidge Cycles, to use the adjacent fence, it was decided to go ahead with the installation of a security light, mounted on the store wall.</p> <p>(b) <b>Website and Social Media</b> - There was nothing additional to report.</p>	<p>PV</p>

