

NOTES FROM TCC MANAGEMENT MEETING HELD ON MONDAY, 25th MARCH, 2024

Present:

Matthew Grant, Linda Martin, Anita Langford, John Smith, Andrew Locke, Ken Wood, Geoff Crump, Ann Schuberth, Lisa Miller, Eveleigh Moore-Dutton, Charlotte Hodgkinson, Sue Webb, Victoria Riekert, Kay Walker

Apologies:

Vinnie Kalcutt, Tony Yeates, Angie Yeates

Distribution of Minutes:

CIO Trustees, Parish Council representatives, volunteers, Parish Council Clerk, TCC website, James Blackford and Nick Oates

Declaration of Interest:

There were no Declarations of Interests.

Previous Minutes of Meeting:

The notes from meeting dated 26th February, 2024, were accepted.

Matters arising not on the Agenda:

KW said the PC agreed with the Terms & Conditions regarding the fence at 4 The Avenue and it has been done in accordance with the instructions given. Matter now closed.

Finance:

The monthly accounts will be with us in due course.

Manager Update:

MG said that Victoria Riekert starts on 1st April, 2024, and thanks were given to those who have been inducting her. 17 applications were received and 5 people interviewed.

Business and Bookings' Secretary's Report:

AL said that the amount of TENS has reduced in 2024 to 15 licences covering 21 days and we have 2 left in this calendar year.

- After much discussion it was agreed to stop classes going on stage during the 2 weeks of the play for Health & Safety reasons. AL will notify all users of this decision.

- User group Trustees do not need to re-apply but other Trustees need to be approved. AL, who is re-locating to another part of the country, her position will need to be re-allocated. All current Trustees that are not nominated by user groups, with the exception of AL, are happy to stand in terms of office. It was proposed that those Trustees that are not user group Trustees stand for another year with the exception of AL was proposed by Andrew Locke and seconded by Ann Schuberth. Unanimous decision.
- AL said we need to get VK's signature for bank mandates Virgin & CCLA.
 The full list of signatories are as follows:
 CCLA – Matthew Grant, Linda Martin, Shavinder Kaur, Ken Wood.
 Virgin – Matthew Grant, Linda Martin, Shavinder Kaur, Ken Wood and Anita Langford will remain as a signatory for the moment. View only internet banking access as been requested for Victoria Riekert.
 Re CCLA, a request is to be sent to them to change the postal address to Tarporley Community Centre, High St, Tarporley, CW6 0LA.
- AL has brought all the files to the CC for storage as she is leaving.

Maintenance Report for March:

KW said he will send out a programme for the August shut-down. KW also said he will be arranging a meeting with Craig Swinburne regarding boiler problems and gas inspections. Need to be looking at renewing the 3 boilers eventually. The last of the indoor work which is the upgrading of the Committee Room will be completed over 26th-28th March, 2024. KW gave out a Utilities up-date and said that GC and AL have got passwords for all the utilities.

Disabled Access:

AL said she has been approached by Flower club for a ramp to get into the main hall. After discussion it was agreed that as there is parking at the top of the steps this is not a priority as too costly and would wipe out a large part of the carpark. SW said that markers are needed at the front steps as difficult to see going down in the dark. SW also said that disabled access is wider than people in wheelchairs, it also includes blind/deaf people etc.

Molly Mop:

LM said that MM do not clean the Committee Room on a regular basis and can we afford extra cleaning for this? After discussion it was agreed for LM to pursue more cleaning hours. Also window sills need to be cleaned more often.

Any Other Business:

JS asked if anyone had any policies or information on Bring your Own Device (BYOD) nobody did and it was suggested to ask other village halls if they had a policy.