Minutes of Directors' Meeting Held At 7pm Wednesday 8th June 2016 at Trevisker St Eval Community Centre

Attending: Sally Pryor, Julie Baker, Dot Whittaker, Paul Brunyee, Ray Taylor, Jan Bright, Mel Slater & Paula

Nederpel

Apologies: Dion Sutherns 3 members of the public attended.

Item	Discussion	Action
1	Welcome and apologies:	
	Julie welcomed all directors to the meeting	
2	Conflict of Interest:	
	None	
3	Minutes of the last meeting:	
	The minutes of the last meeting were agreed as a correct record Prop : DW Sec : PB All agreed	
	All agreed	
4	Matters arising:	Iulia D ta contact
	Nigel Fry still to be contacted	Julie B to contact Nigel fry again
	First Aid course: Ongoing	0 , 0
	Camel Glass fixed	
	Hedge cut	
	Utilities still being sorted out, meter readings monthly	Julie B / Sally P actioning
	Officer & volunteer advertisements circulated	actioning
	Ads out volunteers only- Jan Treasurer, Mel Secretary	
	Cheque Signatories- Jan, Sally, Julie and Paula	
	Membership discussion, within constitution	
	Shop fire point needs replacing	
	Caretaking role- ongoing development end June/July	
5	Correspondence:	
	Letter of resignation from Terry –accepted	SP to follow up
	Email from Carole	SP to follow up
5	Finances	
	C/A £48261.95 S/A £7270.74	
	Annual accounts submitted to companies house 31/8	
6	Grants	
	 Windfarm grant £87,000, Discussion around what we need? Refurbishment, building improvement, Boiler etc 	JB to action
	Football changing rooms needed £15,000ish.	
	 Just a second fund- Documents discussed Application form and criteria. 	
	Agreed quorum of 5 Seacaf directors Panel to be made up of- Dot, Paula,	
	Jan, Jennie, Ray, Paul and Julie. Start date 1 st Sept. Meeting of panel to decide finer detail.	
7	Governance	
	Role of Treasurer Jan- Proposed Julie seconded Ray. Role of Secretary Mol. Proposed Julie seconded Date	
	Role of Secretary Mel- Proposed Julie seconded Dot.	
8	Bar:	

	Electrico to be finished this week	<u> </u>
	Electrics to be finished this week	SP to look at
	Bar store done Cardana da	Hobartes
	Cooler going in	Tiobailes
	Pictures/artwork in	
	Dishwasher/Icemachine discussion of quotes	
9	Community Shop (Copy of accounts attached)	
	Accounts given	
	Volunteers needed	
10	Kitchen	
	 New chef Laura, new menu, will run down old stock then run as own 	
	business. £35 paid per evening while old stock used then Laura will rent	
	kitchen for £35 per evening. To be reviewed.	
	 Discussion around operational guidance document and commercial kitchen 	JB to action
	useage conditions.	
	£10 p/h for rent of commercial kitchen	
11	Building Update/Grants/Redecoration	
	Drip at front ongoing	
	Awaiting gas safety certificate	
	Fire alarms working	
	Proposed caretaking role will be paid and self-employed	
	Security and Buildings safety discussion	
	Printer is back	
	Times to bush	
12	Football	
	 Jonathan and two reps in attendance 	
	 Thanks to Seacaf for ongoing support. Discussion around shed and changing 	
	arrangements, showers, charges for room and food for football.	
13	Events & Bookings	
	 Hire fees discussion- £5 large room p/h, £3 small room p/h 	
	Community groups £3.50 per session	
	Responsibilities around nappy changing requirements	JB to action
14.	AOB	
	Micro-library discussion	PN to update
	Public liability and group responsibilities when using building, meeting to be	JB '
	organised	
14.	Date and Time of Next Meeting:	
	The next meeting will be on Wednesday 6th July 2016 at 7.00pm	
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These minutes were passed as true and accurate at the directors' meeting on Wednesday 6th July, 2016		
Signed:	Chair	
	Julie Baker	
Dated:	Wednesday 6th July 2016	