

NOTES FROM TCC MANAGEMENT MEETING HELD ON MONDAY, 26th APRIL, 2020, BY ZOOM

Present: Linda Martin (Chair), Anita Langford (Treasurer), Tony Yeates (Maintenance & Projects), Peter Jackson (Website), Jim Spence (U3A), Andrew Locke (RSCDS), Liz Neely (Flower Club), Angie Yeates (Volunteer), Kay Walker (Minute Secretary)

Apologies: Pam Maxwell (TAST)

Distribution of Minutes: CIO first trustees, existing trustees, volunteers, Parish Council Clerk, TCC website, James Blackford and Nick Oates

Previous Minutes of Meeting: The notes from meeting dated 29th March, 2021, were accepted.

Matters arising not on the Agenda: There were no matters arising.

Financial Position, Treasurer's Report: AL reported that income for March was £3,205 (comprised of grants from CWaC and Co-op), running cost expenses £645, projects expenses £150 and £59,384 cash in bank. It was agreed to transfer £7,500 from current account to deposit account to obtain some interest even if minimal. AL said that the cadets are happy to be invoiced £1,957 in respect of room hiring fees as they have now received their funding. It was agreed the Chair should send a letter of thanks after the money arrives and hopefully spend the money on improving the room.

AL said she will treat the carpark repairs as an unbudgeted project as the work was agreed at short notice due to the attractive prices offered and CWaC agreeing to pay half the cost.

QR code invoice: TY said that the QR code had been invoiced in Euros and paid for by personal credit card. The cost is approx. £65. TY will submit an expense claim. (*post meeting note – expense claim submitted*).

CIO Update: TY has replied to CCA regarding the TCC 'phone numbers and asked for the status of the application. CCA answer pending. AL said she cannot do anything about a new bank account until we are registered.

Parish Council: TY said that the PC want to relinquish their responsibility for CCTV in the car park and for the Spar to have sole responsibility. TY to speak to Pam regarding SPAR intentions for the CCTV system before we reply to TPC. It was noted that the cameras facing the TCC car park have limited resolution and cannot read number

plates. The lighting at the north end of the TCC car park is also very poor.

Repositioning of picnic tables: As the PCSO has advised against this until COVID stage 4 re-opening, it was agreed to delay action and review the matter at the June meeting.

Maintenance: TY reported the following: -

- The white lining of the carpark to be done tomorrow by LR Roadlines. They have agreed to mark a disabled parking bay in the private parking area for no additional charge. This bay was previously requested by Flower club and Rotary Country market.
- JB has done all the work on job list except the salt bin and snow shovels which will be actioned in the autumn.
- All fire and safety testing have been updated. PJ has posted the certificates on the website

Projects: CR acoustic treatment: The materials for acoustic treatment of the CR have been quoted at approx. £2,000 and installation by JB et al at Xmas '21 would cost around £1,000. TY has asked NO to also investigate/ consider sound transmission between the MH and the CR which requires a different technical solution.

Projects: CR accessible toilet: TY said that the CR accessible toilet is in a poor condition and asked that this be considered as a future development project. The Committee agreed but asked that the two toilets on the west side of the CR also be considered. It was agreed that one of these should remain a store room in which case the sanitary ware should be removed. It was agreed that **TY** should have an initial talk to TRH.

Tree Survey – Meeting with Charlie Ashworth 18/3: LM said she had a reply from Charlie to say there is no urgent need for any work on the trees. Her full duty of care survey will cost £300 plus VAT and is now overdue. **LM** will follow up.

“In case of emergency” phone number: TY said he would like to do another test as the voicemail was additionally quite strong and then went weak. **TY** to set up another test.

TPC Play area working party: TY has had an email from Mike Holmes regarding the bank sub-surface and has replied stating that it is underlain with soil and rubble. **LM** said she will also check with Graham Lees. Nothing else to report. The next working group meeting is scheduled for 5th May.

COVID stage 3 re-opening on 17 May: TY reported that lengthy guidance was issued by ACRE on 26/3 and has been reviewed by NO who has issued an updated RA. New room capacities have to be defined and, after discussion, it was agreed that 44 for MH and 19 for CR should be chosen as there is no demand for larger meetings. **NO** will now update the trustee and user procedures in line.

COVID stage 4 re-opening on 21 June (planned date): TY stated that the ACRE guidance indicates there will be no restrictions after this date and all four rooms can be re-opened and kitchens brought back into use. This means that the AM and committee rooms would re-open for U3A. All this needs to be confirmed by the GOV closer to the time.

Website Update: PJ said he has spoken to the car boot people and they want to come back in August.

Gardening/Flower bed: AY said that the wild flower area is coming on well, the seeds have germinated and watering is being carried out daily by Churchill Drive neighbours. There are seeds left for next year.

Donor Board/Plaques: AL said that SA and TRH were going to make the plaque but not heard anything about this yet. **TY** will contact Scott. LM and AY reported that the "Sunny Tarporley" sunflower montages were expected to be delivered shortly so a decision on where to display them will also be required.

Any Other Business:

Defibrillator: LM said that when she opened the case it was wet inside and dripping from the roof. **TY** agreed to investigate as the interior needs to be kept completely dry. **TY** will also check that the anti-condensation heater is working. **LM** will continue to monitor as well.

Co-op grant next round: AL reported that the Co-op will be prioritising mental health projects and asked if we have any such projects in mind. After discussion it was decided that as we have received a fair amount of grants from the Co-op in the past that there are probably other causes needing finance at this time. **WAL** asked for a copy of the criteria for grants, **AL** will send.

Car park passes: LM said her car park permit expired in January, **PJ** said he will check the dates and re-issue.

Date of Next Meeting:

As the date for the next meeting falls on a Bank Holiday, the next meeting will be held on **Monday, 7th June, 2021, at 7pm which will be held by zoom.**

