

# NOTES FROM TCC MANAGEMENT MEETING HELD ON MONDAY, 31<sup>st</sup> JANUARY, 2022, BY ZOOM

## **Present:**

Matthew Grant (Chair), Linda Martin (Vice Chair), Tony Yeates (Maintenance & Projects), Vinnie Kalcut (Treasurer), Anita Langford (Business Secretary), John Smith, Ken Wood, Andrew Locke (RSCDS), Gordon Pearson (Parish Council), Jim Spence (U3A), Angie Yeates (Volunteer), Sue Webb, Ann Schuberth, Kay Walker (Minute Secretary)

## **Apologies:**

Pam Maxwell (TAST), Liz Neely (Flower Club)

## **Distribution of Minutes:**

CIO Trustees, User group representatives, Volunteers, Parish Council Clerk, TCC website, James Blackford and Nick Oates

## **Minutes of previous meeting:**

The minutes from meeting dated 29<sup>th</sup> November, 2021, were accepted.

## **Matters arising not on the Agenda:**

MG reported that the Beer Festival has been postponed and will take place on 8<sup>th</sup> and 9<sup>th</sup> April. TY said that the complaint regarding heating from Jen Francis' Pilates class has been resolved.

## **Finance:**

- **Treasurer's report (attached):** The Dec '21 Treasurer's report was circulated and was accepted. VK said December income was £4,265.64, running costs expenditure £2,723,07 and zero expenditure on projects
- **Debtors:** The debtors' situation has improved since the Dec. Treasurer's report was issued and total debtors were £646.85 as at 26<sup>th</sup> January, 2022.
- **Other Finance Matters** – VK said she has not yet opened an investment savings account with Virgin Money due to the very low interest rate.

## **Business Secretary:**

- **Premises License** AL said she has received a new premises license document from Cheshire West as we had to apply for a name change.

TY will post a copy on the foyer noticeboard and request PJ to post on the website.

- **Savings accounts:** AL said she has enquired with National Savings but they no longer do the investment account for societies. Other charity related deposit accounts will be checked, but all interest rates are very low.
- **Stock market CCLA account:** AL will set this up during February with an initial investment of £12,000. TY recommended that we could dribble additional money into the CCLA account on a yearly basis account rather than open additional low interest deposit accounts.
- **Reserves:** TY said we need to increase the financial reserves to allow for the effect of significant inflation and for the future change of the heating from gas to electric powered heat pumps. TY recommended aiming for £2,500 this year to cover inflation and earmarking a further £2,500 per year towards the heating system replacement. JS and VK agreed with the views expressed by TY.
- **Heating system spares:** TY said that the MH Potterton boiler is getting quite old and spares may soon become difficult to obtain; he will check with Potterton and report on options. KW asked if we had thought about a solar PV array but TY said that most of the roof area is not strong enough to take the current types of PV panels.

### **Website Report (graphs attached):**

- **Bookings:** AL reported that Nov. and Dec. were good due to the NHS vaccination clinics but bookings for the next few months have reduced, probably due to the continuing effect of the Omicron variant. AL circulated a spreadsheet showing monthly income for the rest of the year reduced by 30% of budget and with Aug. bookings at zero, this could result in an income loss of £7,000. All agreed that the TCC needs to open up for public bookings. It was agreed that an advert. should be placed in Tarporley Talk magazine and a post made on Facebook. (**Post meeting note:** TY will arrange for the TT advert.)
- **Full alcohol licence:** MG said that one of the ways to attract additional bookings would be to have a full drinks licence. LM said we looked into this previously but thought it was too onerous as someone would have to attend each event. AL advised that we are allowed 20 temporary event licenses in a calendar year covering 26 days. TY foresees annual costs going up by approx. £7,000 in a few years' time, and we cannot support this with the present level of occupancy. AL will contact CW&C Licensing and find out the costs and responsibilities. A Locke asked if we have to pay for a licence and AL confirmed that the cost is related to the building rateable value.

## Cleaning:

TY said that we are still spending £4,000 to £5,000 per year on MM and need to have a conversation with them about reducing their 3 hour visits to 2 hours and possibly having an additional 2 hour visit. AL said it would be useful if they cleaned the CR on a Friday morning as NCT have complained about the cleanliness of the room following the Army cadets the night before. It was agreed that TY and LM will discuss these matters with MM.

## Gardening - Tree Surgery Update

TY said he is still waiting for Monkey Business to arrive, the ground is much harder now. He will keep pushing them. **Post meeting note:** *Monkey Business are waiting for CW&C consent and will chase them up.*

## Maintenance report: (copy attached)

- The Loft ladder has been installed and loft partially boarded out. It was agreed to allow TADs to store stage props in the loft provided TCC retain control, space is provided for TCC equipment and the ceiling joists are not overloaded. The boarded out area will not be further extended as the west side rafters are supported on the ceiling joists. JB will be the TADs liaison person. It was agreed to split the £381 job cost as £191 to TCC and £190 to TADS.
- Agreed to go ahead with tap in boiler room at a cost of £168.
- Agreed to go ahead with purchasing a new Roband water boiler from C&C Catering at a cost of £234 for the MH kitchen
- GP said that the TPC are discussing risks such as flooding and power failure with the utilities supplies companies. It was agreed that TY should join a new TPC village emergency planning WhatsApp group.
- The TPC has requested TCC to investigate supplying TCC with power from a diesel generator during emergencies. TY will discuss this with SP Power Networks.
- Agreed to delay taking part in the TPC Christmas tree scheme until we find out more about it from TPC. It was agreed that TCC could not afford to spend £1,500 on lights for Xmas 2022.
- Agreed to proceed with gritting scheme which TPC have set up as it is working well – TCC to contribute £25 per gritting to be billed by TPC at the end of the winter

## Projects:

- **Acoustic Panels in CR:** TY said the acoustic panels have been installed and feedback has been favourable.
- **Play area:** TY will reopen the land leasing discussions with Bates Wells solicitors during Feb.

### **Any Other Business:**

**Publicity and facebook:** VK brought up the subject of marketing for the TCC, discussion on face-book, twitter, etc. KW recommended an open day so people can come and look at our facilities; we need to tell people we are here and open. VK offered to handle facebook on behalf of TCC and will draft a post advertising that we are opening for the public and how to make bookings.

### **Date of next Meeting:**

The next meeting will take place on **Monday, 28<sup>th</sup> February, 2022, at 7pm.**