

NOTES FROM TCC MANAGEMENT MEETING HELD ON MONDAY, 28th NOVEMBER, 2022

Present:

Matthew Grant (Chair), Linda Martin (Vice Chair), Vinnie Kalcut (Treasurer) (for Treasurer's report only), Anita Langford (Business Secretary), Tony Yeates (Maintenance & Projects), trustees John Smith, Ken Wood, Geoff Crump, and Andrew Locke. Also present were user representative trustees Jim Spence (U3A), Ann Schuberth (Flower Club), volunteer Angie Yeates, Kay Walker (Minute Secretary)

Apologies:

Pam Maxwell, Gordon Pearson, Sue Webb

Distribution of Minutes:

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

Declaration of Interest:

There were no Declarations of Interest.

Minutes of previous Meeting:

The minutes from meeting dated 31st October, 2022, were accepted.

Matters arising not on the Agenda:

AL said that the TCC advert in the TADs programme has been published. The ad has been removed from unsold programmes and displayed in various places around the TCC.

Finance – Treasurer's Report: (copy attached)

AL asked if any payment had been received from the NHS for the autumn booster program, VK will chase this up.

October Income - £3,322, October Expenditure – £3,811, The year end figures are income £37,185 (budget) and £48,124 (actual) and expenditure £29,298 (budget) and £29,179 (actual). These figures will be used for budgeting. The large Oct. expenditure is due to the Aug. shutdown work and some bills are still outstanding. The reconciled cash in bank at year end is £74,576 including the Virgin Money and the CCLA investment account. The October debtors £4,194.61 (of which current month is £3,517.76 and £676.85 prior months)

Energy: TY said that the electricity bill direct debit has been reduced from £140/month to £123/month, based on YTD consumption.

Gas: we are still working off the large credit £700+ credit from OPUS following the incorrect billing May to Oct '22. In view of this TY proposed that there be no increase in room hiring rates wef Nov '22. KW warned that as a big increase will occur in Nov '23, there should be a small one now to warn users in advance.

Water: Our Energy brokers have recommended a new 3 year fixed price water contract to avoid the retail part of the large changes proposed by UU from April '23. AL proposed we sign the contract and all in favour. TY will make the arrangements.

TY and AL are currently preparing the budget for Nov '22 to Oct ' 23.

Business Secretary & Website Booking Secretary: (copy attached)

AL said that we have had 136 pledges totalling £1,269 and we will find out what the % support from CW&C will be during December. We will need to think about how to raise the remaining funds from our users and Tarporley residents.

Warm Heart of Tarporley – Applied for CCA to Cheshire West for grant of £500 towards the costs, KW has written to the Co-op.

Open Day – After discussion it was agreed to leave the actual open day until the spring but not to delay putting it off all together and to meet in January to agree things. TY suggested promoting the open day at the village markets but KW said we need to promote ourselves to those who have never used the TCC or who only occasionally use it. It was agreed to get comments from private hirers. KW, JS, LM and MG will be involved and a spring date chosen,

TY asked if Rotary have been asked to donate to Spacehive. As they haven't been asked TY will mention at the next Rotary meeting in two weeks' time.

Bookings Sec report: (copy attached)

AL said that the bookings are getting back on track. We are getting enquiries from people who are wanting to hire us every week for classes but it is difficult because of the 'one off' events we have. The High School pupils have requested a TENS for an event to raise money for an overseas camp. This was agreed subject to adults being present and the Police being informed. Also the NHS would like to do a spring booster

programme for Covid – AL suggested that we cease shuffling users around and only offer the NHS free times.

Gardening:

RW has still not produced his timesheets, AY will chase this up. TY said that the police have asked that the bushes be removed by the teen shelter as there have been undesirable activities taking place. TY will request Rob to do this. (done)

TY and LM have awarded a 2 year tree maintenance contract to “Tree Musketeers” and given the go-ahead for 3 tree felling jobs during winter 22-23. They will handle any other emergency work which arises. This was agreed by all.

Maintenance and Projects:

- Key safe to be installed in the LCC by JB (donated by KW). This will be used to store the two master key sets (black and red tags), the user cupboard keys (blue tags) and the notice board keys (green and orange tags). Done.
- To access the safe, MG, KW and GC require additional front door and LCC keys. TY will arrange (done)
- TY to get a plumber in to repair the leaking radiator valves (leaks fixed by JG, further work deferred to New year)
- The MH carpet close to the leaking radiator valve has dried OK, so no carpet cleaning will be carried out.
- JB to mend toilet cistern in CR cleaners' store (done)
- TY doing quick guides to TCC maintenance (done and delivered by email, paper copy to Linda)
- TY is updating the list of maintenance contacts (done and issued)
- TY seeking an electrician to replace front door down-lighters. (TY has found the fault and rectified it)
- 3 new windows for the MH are going in on 30th November (Post meeting note: all agree these look well)
- Budget for 2022/23 – TY and AL will prepare
- TY also said that if we go ahead with the remaining 18 windows, then lightweight curtains will be required for the two CR windows and the two Committee room windows.
- TY said the boiler in the foyer cupboard is running continuously and has a control fault. The Barlow's boiler technician (Craig Swindon) is coming in to investigate the fault.

Projects:

- The 3 new windows for the MH are planned to be installed on 30th November (post meeting note: these are now installed and all agree they look well)
- The slatted blinds were removed during installation of the new windows.
- The presentation to CW&C Counsellors regarding Spacehive is on 07 Dec and is being prepared by TY and AL. The CW&C decision regarding the support % is expected mid Dec.
- TY said that U3A have asked for an additional projector screen in the CR. (Done - purchased by TY and installed for by JB). Cost £100 approx.
- New roof and toilets. Some guarantee issues have emerged (guttering and slow close lids on toilets). TY will contact TRH regarding getting remedial work done in the New Year.

Any Other Business:

Committee agreed to hold AGM in February instead of January.

Date of Next Meeting:

The next meeting will be held on **Monday, 30th January, 2023, at 7pm on Zoom.**