

NOTES FROM TCC MANAGEMENT MEETING HELD ON MONDAY, 26th SEPTEMBER, 2022

Present:

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

Apologies:

Pam Maxwell, Sue Webb, Geoff Crump

Distribution of Minutes:

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

Declaration of Interest:

Nothing to declare.

Minutes of previous Meeting:

The minutes from meeting dated 30th August, 2022, were accepted.

Matters arising not on the Agenda:

TY said that KW has passed on drone photos and given them to AL and TY.

Finance – Treasurer’s Report: (copy attached)

August Income - £2,684, Running Costs Expenditure - £3,073, Cash in Bank - £66,376.22 (Clydesdale Bank), Investments £12,067 (CCLA a/c), Budget £63,239, Reconciled Actual (available cash) £78,386, August Debtors - £489.42

TY said he was having difficulties with OPUS and will be following it up with Treasurer’s report. TY requested copies of all the OPUS invoices from VK.

Business Secretary & Website Booking Secretary:

Bookings: Bookings and income are more or less back to pre-covid levels. The March income of £4584 was the highest since Nov 19. The TCC also

stayed open in Aug which helped. The NHS has booked 14 vaccination sessions between now and Dec 22 which will further boost income. Children's parties are starting to return and eight have been booked. There are also a lot of bookings for teaching English to Ukrainian refugees – see AOB for further information.

TPC grant applications: AL is applying for a TPC £250 grant to help with the field costs.

Room hiring rates: AL said we need to email all users saying that due to our fixed price contracts for gas and electricity (ending 30 June 24), we should be able to keep most of our charges at the present rates until November 2023, after that increases are certain.. So far only one user (Pointe Works) has decided to move because of the charges going up.

AL said she will keep the new financial year start date at 1st November but the new budget figures may only be available during Nov and Dec. This is because we changed to a CIO in May 2020 and our accounts from this year have to be from June 2021 through to 31st October 2022. This will hopefully not be too much extra work for Treasurer because the figures are available for the extra months.

Trustees' Annual report: This is being drafted and will be sent to all for comments.

Gardening/trees etc:

AY said that Rob has cut down the wild flowers and it looks a lot tidier. She has chased him up over the time sheets and will remind him that his hours will be reduced from 1st October. LM said she has spoken to Lisa Miller who has someone who has got 20 hours community service to do and asked if we can find him any jobs to do on a Monday.

Maintenance & Projects: (report attached)

TY said the double-glazed UPVC windows are on order but not expecting them to be installed until December or January. Most of the cost will be met from £2,304 remaining from the 2021 Co-op grant, leaving £400 for our account. The slatted blinds on those windows will be scrapped. The current Coop grant submission is to renew all the remaining TCC windows, we will hear the results in October. A quote for cavity wall insulation has been received. AL said that CW&C Ward Counsellor Eveleigh Moore-Dutton wants to support community centres on energy conservation. Hopefully we can put in a grant for windows, doors, cavity insulation, and other energy improvements. TY will contact Evelyn for further information.

TCC field re-development: TY said that the TPC have revised scopes and estimates to show us. Due to the high capital cost, phased development is now likely and so the land leasing needs further discussion. TY also said that we need to tell the TPC that, although the TCC property is correctly registered with the Land Registry, the original conveyance documents have been lost.

Dogs on Field – notices:

TY said that the dig prohibition notices have been received and JB has been given them for installation. They are 3" or 4" larger in each direction.

Any Other Business:

Clash of booking dates – Primary school play. AL said the Primary School wish to hire the main hall for their play on Friday, 7th July 2023 from 1pm to 8pm for their play. They would also need the hall for their rehearsals on the preceding Monday and Tuesday during the day. Presently this clashes with the Rotary film booking. AL to speak to Jim about the Friday date.

Teaching English to Ukrainian refugees. AL has spoken to TPC and the Baptist Church re DBS checks for TEAFL teachers. LM could arrange for these to be done through the Baptist church for but only for church members. MG trying to arrange it through Rotary for Rotary members. AL will request Ann from TPC to explore this and to speak to her contacts at CWaC to see if they can issue non-venue specific checks for all Tutors.

Parking at CC was brought up. Mon to Fri Cheshire West patrol for the three hour time limit and also to see that everyone is parking within the white lines. At weekends they only check for parking within the white lines.

Cleaning: AL said that MM clean on a Monday (MH and foyer area) and Wednesday (CR and AM areas). AL said, do we want to think about asking them to do more frequent cleaning as the weekend events require the Trustees to do a lot of "Quick cleans"? MM require 10 days notice of rota changes which is not flexible enough to accommodate Quick Cleans which are required on an irregular basis. A Locke said he will give a quick clean on a Wednesday after RSCDS. Agreed to review this once the 22-23 budget has been drafted.

Waste: TY said we need to ask Gaskells to empty the bin once a week as it is very often overflowing. All agreed for TY to contact Gaskells for a weekly service until December and to continue to monitor the situation.

Date of next Meeting:

The next meeting will be held on **Monday, 31st October, 2022, at 7pm on Zoom.**