

# BOLTON LE SANDS Village Hall / Community Centre

Registered Charity 700264

## MINUTES Committee Meeting Wednesday 14<sup>th</sup> Sept 2022 at 7.30pm

Management Committee:

In Attendance

Dorothy Carruthers (Chair)  
Peter Bayliss (Treasurer)  
Sharman Robinson (Booking Secretary)  
Ian Birnie (Secretary)  
Parish Council Rep Cllr L.Leak (apols)

L Belcher(Hort Soc) R.Marsden (Seq Dan)  
L.Bailey B.Kershaw  
Apologies ; M.Ashton J.Bond T.Stephenson  
C.Wolfenden H.Williams (Holy T)  
J.Smith

c.c. Comm Centre Notice board

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- Meeting opened** at 7.30pm and Chair, Dorothy Carruthers, welcomed everyone.  
**A minute's silence was observed to mark the death of our late Queen Elizabeth II**
  - Apologies** had been received as above.
  - Minutes of the meeting** held on the 18<sup>th</sup> May 2022 were accepted
  - Matters arising** from previous meeting would be dealt with during the course of the meeting. The building contents had been inventoried. Our insurers would be contacted and the building re-valued. The roof had been replaced. The application to LEF had been successful and a £12k grant promised. The solar panels had been installed and integrated into the roof. The emergency lights had been replaced and a test logbook acquired. It was intended to test monthly and also during the quarterly meetings. The "ladies" lights had been re wired. A gas key safe was now installed. The fire safety officer will be invited to inspect in the near future. The energy billing will move to PC in November. PC unable to assist with reclaim of VAT on their building. The exterior (tennis court) window base panels are in need of replacement.
  - Treasurer's Report** The treasurer gave a detailed, simple analysis of the energy usage (pre covid) in order to present a "picture" of our usage. His anticipated costs show substantial increases for gas and electricity (see analysis). No allowance had been made for any electricity savings once the solar panels had been commissioned. Discussion took place regarding possible further energy saving measures including; heat pump, installation of suspended ceiling, replacement of external flood lights with LED /pir. Those attending were asked to forward any additional ideas regarding this.
  - The insurance of the building and contents had been renewed with Allied for a further 3 years. The solar panels were also insured.
  - Booking Secretary's Report:** Bookings had been busy. One off parties placed a significant burden on time to arrange. All future one offs would be required to pay their deposit within 7 days to secure the booking. The hire of the Meeting Room 1 would be discontinued as hirers would still require use of kitchen /toilets etc. One off child's parties continued to place a significant burden on organising. provisional bookings failed to confirm. A discussion took place regarding "Tots play". It was agreed to get more information on their activity.  
Sec would email 29<sup>th</sup> Oct hires re timings.  
Thanks go to all in helping with the smooth running and continued success of the centre.
  - Progress of improvements** Chair gave a detailed outline of ongoing work. It was necessary to replace the lower warped/damaged window panels under the tennis court side. It may be more cost effective to replace the windows with openers, brick up and then look to re-pebble dashing the whole of that side of the building as there were numerous cracks showing. The fire doors need re-hanging. The baby changing shelf needs re-fitting/replacing.

**Meeting dates for your diary; 25<sup>th</sup> January 2023 , 17<sup>th</sup> May , 27<sup>th</sup> Sept Ctte Meeting AGM 17<sup>th</sup> May**

The existing staging was no longer fit for purpose. A replacement at £2310.42 had been sourced. DC proposed and LB seconded that it be replaced all in favour.

- 9. **“Keeping Warm”** Chair outlined and approach from City Council regarding hosting sessions for those who may be struggling to keep warm. Chair offered various options but was willing to extend existing Thursday Coffee mornings to 3pm. Volunteers would be very welcome to support this. We await outcome of council enquiry.
- 10. M.Ashton and C.Wolfenden were thanked for continuing to work in the building.
- 11. **AOB:** None  
The meeting closed at 9.05 pm.

**Signed.....D Carruthers (Chair)**

**Signed .....T.I.Birnie (Sec)**

**BLSCC – TREASURERS REPORT: 11th September 2022  
here**

Analysis here