

Minutes of the AIRMYN COMMUNITY ASSOCIATION meeting held at Airmyn Memorial Hall, on Wednesday 13 June 2018 at 21.15 pm

22/1819	OPENING THE MEETING The Chairman reminded Councillors and the Public that, in accordance with Standing Order 71, all mobile phones should be turned off for the duration of the meeting.	
23/1819	PRESENT: Chair Cllr Fox; Cllrs Healey, Hayward, Batten, Lynch and Scott. The Administrator. 2 members of the public.	
24/1819	APOLOGIES None.	
25/1819	APPROVE THE MINUTES OF THE ACA MEETING HELD ON 9 MAY 2018 The minutes of the previous meeting held on 9 May 2018 had been circulated prior to this meeting and were agreed as being a true record and duly signed by the Chair.	
26/1819	DECLARATIONS OF INTEREST ON AGENDA ITEMS None Received.	
27/1819	ONGOING ISSUES AND DECIDE FURTHER ACTION WHERE NECESSARY:	
27.1	DRAFT PROJECTIONS FOR 2018-2019 These projections had been circulated previously to the committee. ACTION: Administrator to continue to update monthly.	
27.2	SUBSIDENCE AT THE HALL A local civil engineer has placed “tell-tale” monitoring pins on the hall exterior walls. ACTION: The monitoring work has now started, and a further visit is planned for July.	
27.3	ENERGY EFFICIENT LED CEILING LIGHTS Three quotations are now held which will be suitable when applying for a grant. Another contractor has asked for the specific requirements for the lighting and indicated an upgrade of the fire alarm system may also be necessary. RESOLVED: A grant application will be made for the Multi-functional sports lighting and an upgrade to the fire alarm system, if needed. ACTION: The administrator is to arrange a Fire Risk Assessment of the hall to determine what work, if any, is required. Any recommendations can then be quoted for and added to the new LED lighting for the grant application.	
27.4	HALL FLOORING One quote has been received and another company visited the hall this morning and will provide a quote. Issues with damp must be resolved before work is started. RESOLVED: To keep as an agenda item for a decision to be made. ACTION: The administrator will try and arrange a further quote if a grant application is to be made.	
27.5	ACOUSTIC CEILING TILES The administrator is finding it very difficult to source these, possibly due to the length of time they have been in the hall. The firm named on the box of tiles has ceased trading. RESOLVED: To keep researching for similar tiles. ACTION: The administrator will continue to seek a price for new acoustic ceiling tiles.	
28/1819	FINANCIAL MATTERS AND PAYMENTS:	
28.1	The bank reconciliations up to 30 April and 31 May 2018 had previously been circulated. RESOLVED: To accept the April and May accounts.	
28.2	The following payments were approved:	£
	Recharge Clerk’s wages May to APC.	
	BACs payment – June Wages – Caretaker.	

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Signed by The Chairman :

Mrs C Fox

Date:

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	BACs payment – June Wages – Cleaner.	
	March – Additional Wages May– Relief Caretaker (variable depending on hours)	
	P & J Windows – 3 months	£90.00
	HMRC cheque	£9.60
29/1819	NEW ISSUES RAISED: None	
30/1819	MATTERS FOR INCLUSION ON THE AGENDA FOR THE NEXT MEETING: The container at the hall.	
31/1819	STAFF MATTERS: Confidential. The annual Job Appraisal Reviews will take place in June 2018.	
The Chairman thanked Councillors and members of the public for their attendance and closed the meeting at 10.00pm		
DATE OF THE NEXT MEETING 11 JULY 2018 IN THE GEORGE DALES ROOM, AIRMYN MEMORIAL HALL		

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Signed by The Chairman :

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Date: