

Airmyn Community Association

Airmyn Memorial Hall, Woodland Way, Airmyn, Goole DN14 8LY

January 2022

Dear Councillor,

Your attendance is requested at the meeting of **Airmyn Community Association** to be held at Airmyn Memorial Hall on **Wednesday 12th January 2022 at 7pm**

AGENDA

1. Public participation: the public may attend the meeting. To raise subjects which they wish to bring to the attention of the Community Association they should email airmynca@gmail.com at least one week before meeting date. Suitable issues will be placed on the next agenda for discussion.
2. Open meeting, receive apologies for absence and remind attendees that mobile phones should be silent for the duration of the meeting.
3. Approve the minutes of the meeting held on Wednesday 10th November 2021
4. Items closed since last meeting:
 - 4.1 Charity Commission Annual Return completed and submitted 16/11/21
 - 4.2 Transfer of 'gas' supplier transferred from CNG to Pozitive Energy
 - 4.3 41/2122 Free PPE – Administrator advised not required
 - 4.4 42/2122 Wall Heaters Servicing (Airco) – works completed 6/1/21
 - 4.5 43/2122 PAT Testing (Jubbs) – works completed 11/11/21
 - 4.6 44/2122 Boilers Service (C Goddard) – works completed 25/11/21

Payments approved by email :

- * Reimburse Sue Hayward @ £5.04 for purchase of cleaning and first aid supplies (Home Bargains receipt presented)
- * Pay A&K Windows - window cleaning services on 26/11/21 @ £30.00
- * Jubbs (PAT Testing) @ £123.00 (41 items tested)
- * C Goddard (boilers service) @ £96.00
- * CNG (D/D) (gas) @ £26.60
- * Heart Internet (website hosting & domain name renewal) @ £21.58
- * Pozitive Energy (D/D) (gas) @ £237.24

5. On-going Issues:
 - 5.1 038/2021 - Windows and Door Replacement (£5,400+VAT) – C Hewitt/Administrator
 - 5.2 28/2122 – Kitchen Facilities Upgrade – Administrator / C Fox
 - 5.3 31/2122 – Damage to Entrance Barrier – C Hewitt
 - 5.4 35/2122 - Fire Alarm and Emergency Testing – S Hayward
 - 5.5 39/2122 – Lift Replacement Rollers / Repair – Administrator
 - 5.6 45/2122 – Key Safe Box - Administrator
6. New Issues:
 - 6.1 Refuse Bins – C Fox
 - 6.2 New Lift – C Hewitt

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7. Financial matters:

7.1 Bank reconciliation & pending payments to approve:

- a. Staff wages = £510.83
- b. Utilities (electric) = £135.29
- c. Utilities (gas) = £297.77

7.2 Balance on HSBC current account as at 6/1/22 = £8,887.55

8. Safety/security Issues:

8.1 Wall Heater repair / replacement

Public requested to leave for this confidential item.

9. Staff matters – Personnel Committee

9.1 Caretaker

Date of next meeting: **8th February 2022**