



THE LEINTWARDINE CENTRE

The High Street, Leintwardine, SY7 0LB



MINUTES

Date and Time: WEDNESDAY 6 JULY 2016 at 19.30

Venue: Main Hall, Leintwardine Centre

Present:

Chair: Harvey Vallis (HV)

Members: Roger Blake (RB), Elisabeth Egelund (EE), Karen Foote (KF), Stephen Nockolds (SN), Richard Sudworth (RS), Malcolm Turner (MT).

Treasurer: Rob Cock (RC)

Secretary: Terry Clough (TC)

Absent: Naomi Vera-Sanso

1. Apologies for absence

2. Minutes of the meetings held on Wednesday 8 June and Thursday 26 May 2016

The minutes of the meeting of 26 May and 8 June were proposed for approval by KF, seconded by RB. The approved minutes will be published on the website together with the Treasurer's report. A copy of the minutes will be sent to the LGPC.

3. Matters arising

- Electrician (fitting of dusk sensor) (TC)

A suitable sensor has been identified and an electrician has been contacted.

- Overhead projector settings (TC)

TC is to meet Jonathan Hopkinson (LHS) and Andrew Boulton on 7 July to examine the equipment and test the dedicated laptop. **[Action: TC to test laptop]**

4. Finance

- General review

There was a small surplus £260 at the end of the month, with major outgoings such as payment for recent theatrical productions being offset by the excellent results from the Open Gardens weekend. The Committee approved the report, which will be published on the website.

- Survey of primary school building

The survey will take place on 12 July.

5. Reports from sub-Committees

a) Maintenance and Equipment

- Re-hemming of curtains in the Main Hall.
EE has volunteered to re-hem the curtains over the summer
- Third desk for the Greenwood Room
The third desk is currently in KF's office. She will return it to the Greenwood Room in exchange for a desk from EE. EE will borrow a small table from the hall until her replacement desk is delivered
- Clean-up of outside spaces
The patio area has been sprayed with weed killer. It was agreed to set up a working party to repaint the railings by the side of the rear patio and alongside the reading Room. The salt bags will also be moved and re-stacked **[Action: MT and RS to organise working party]**.

b) Catering

- Judy Morris will continue to organise the Lazy Lunches. She will not be involved in any other catering in the Centre. The participation of Angela Ellis is as yet unclear. KF will endeavour to recruit Amanda Roberts to the Committee. The Committee agreed that a message should be sent out via Facebook, Twitter and the website, together with a targeted message to persons on the volunteers list to seek volunteers to help with catering.

KF will label the waste bins in the kitchen and prepare a sign to draw attention to the recycling bin outside the kitchen door.

c) Events

- Open Gardens – debriefing
The Open Gardens weekend was a great success, despite the indifferent weather. There had been much positive feedback and no indications that the side-events had been too much of a distraction for visitors. SN felt with hindsight that he should have spent more time beforehand encouraging people to open their gardens and that there should be more emphasis on publicity via radio etc in order to encourage more people from further away to attend. Also, the roadside signs should be improved. MT observed that the fact the gardens were relatively close together was a positive factor. **[Action: EE to organise a debriefing meeting to prepare a short note for future reference]**

The Committee unanimously thanked SN for his considerable efforts and meticulous preparation, which had undoubtedly contributed to the event being the most successful to date.
- Bar arrangements at events in the Hall
KF has been contacted by “Casey’s Mobile Bars”, a company which sets up and operates bars at public events. The company takes all the profit from sales. The Committee agreed that this could be a useful service for wedding receptions and possibly also events like the murder mystery.

d) Entertainments

- Pentabus (“Here I Belong”) (MT)
The performance has been booked for 22 October 2016
- Status of Peter Forshaw as entertainments organiser
Peter stepped down from the Committee at the AGM in May but indicated he would be willing to continue organising certain events. The Committee agreed that this would not pose a problem, provided he kept the entertainments sub-committee, and hence the full Committee, informed. RC will sign the contracts.

6. Primary School building (Coracle workshop)

- Update – contacts with potential occupants – next steps

The building is now empty and will be inspected on 12 July. There have been some tentative expressions of interest but no firm commitment. **[Action: RS will attempt to find contacts in the organisation which has expressed an interest to determine whether the main problem (lack of storage space) can be overcome]**

7. Lettings and rentals

- Update – new tenant in Room 8

A tenant has been found for Room 8 at a rent of £80 per month

- The intentions of the tenants (contact: Mr. Hills) who have indicated that they wish to take over the Greenwood Room are not clear. In the meantime, another keen potential tenant has emerged. The Committee therefore agreed that Mr Hills and co. should be given one week to decide. [Action: KF and TC to contact Mr. Hills].
- A yoga teacher will be giving classes on a trial basis in the Reading Room

8. Points from the Chairman

- Structure and Operation of the Committee, frequency of meetings
- Teamwork

At the suggestion of the Chairman, the Committee agreed to examine these items together.

The issues had become more topical following the unauthorised purchase of chairs by a member of the Committee, acting on his own initiative. The Chairman noted that although there were no objections to the purchase per se, he did not consider it particularly urgent. Consequently, even if there had not been an opportunity for the purchase to be approved by the Committee, the Chairman and/or the Treasurer should have been informed beforehand.

The ensuing protracted discussion appeared to highlight a difference of opinion within the Committee. As the hour was getting late, the Chairman adjourned the meeting to safeguard the smooth internal running of the Committee and to give all members an opportunity to reflect.

All remaining agenda items are held over until the September meeting.

9. Date of next meeting: Wednesday, 14 September 2016.

The meeting ended at 21.15

Signed:

Harvey Vallis, Acting Chairman