

HYTHE AND DIBDEN COMMUNITY ASSOCIATION

Minutes of the Meeting of the Executive Committee held on Thursday  
14 ~~January~~ at the Community Centre at 8.00 p.m.

~~JANUARY~~  
FEBRUARY  
PRESENT:

Mr. S S Wade, Chairman ✓  
Mr. G J Parkes, Vice Chairman ✓  
Mrs. M A Grant, Treasurer K. Batchelor ✓  
Mrs. J A Wallace, Secretary ✓  
Mr. R L White, News Editor ✓

ACTION

9/85 NEW FOREST DISTRICT COUNCIL - LOCAL PRESENCE

It was brought to the notice of the Committee that an extra telephone has been connected in Room D.2 without permission, as nothing has yet been agreed. A plug-in extension was required, not a permanent fixture. Mr. Wade will look into this matter

SSW

Room D.2 will be required by the N F D C from 9.15 a.m. to 4.30 p.m. A panic button for the use of the staff will be required. This was agreed. The Council also require a hatchway but this will have to be cleared with the Fire and Safety authority. Mr. Parkes to progress

GJP

It is planned to employ two ladies on a part time basis. The Committee agreed to put the advertisement for these posts on the notice board. 1 April 1985 to be the commencement date.

10/85 COMMUNITY NEWS

Mr. White stated that he anticipates printing the next edition on 1 March (or as near that date as possible). He has plenty of material for the next issue,

Mr. White can obtain forms for the 'What's ON' column of the Echo for the use of the Groups if they so wish. He will announce this service in the next issue.

11/85 BOOKINGS

Mr. Parkes reported that the December booking for the Civil Service Retirement Fellowship had been cancelled with less than 28 days notice. However, several members turned up and were put in the Inn Centre as an emergency measure by the office staff. This was agreed. They were invoiced for the full hall charge in view of the inconvenience caused. This was queried and the invoice was paid less £2 without first being cleared by the Executive Committee. Mr. Parkes looked into all the circumstances and asked for a ruling by the Committee. It was agreed to send a letter to the Secretary of the group explaining the circumstances and asking that in future the cancellation regulations be adhered to.

12/85 FOOTPATH

The fence and gates are still outstanding.

13/85 LEASE

No progress on this matter.

14/85 SOCIAL ACTIVITIES

Only 6 members turned up for the last Tea Dance, but it was agreed that they wish to continue to hold them. Maybe inclement weather affected attendance, which may improve when conditions alter.

15/85 A.G.M.

An Agenda is to be produced.

JAW

It is planned to ask for a member from each group to volunteer to serve on a Centre Users Committee to meet perhaps 3 or 4 times a year. It is also proposed to start an Office Workers Committee to organise any problems in covering of office hours.

16/85 FINANCE

Mrs. Grant stated that the turnover for the first year was £11,000.

January 1985 Balances

Deposit A/c	2000.19
Current A/c.	514.00
Petty Cash	20.00
Social Float	30.00
Canteen Float	10.00
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	£2574.19

Mr. Trueman's comments on completing the audit were:

We ought to have a safe.  
Excess amount being paid by petty cash, needs watching  
- also must have two signatures on vouchers.  
Get information re V.A.T.  
1 more person to check in supplies for kitchen.

17/85 ROOM 'C'

This matter is being progressed.

18/85 FUTURE MEETINGS

Future meetings of the Executive Committee will be held on the third Thursday of the month e.g. 21 March, 18 April, 16 May, 20 June, 18 July.

NEW BUSINESS

Cleaner's Salary

This item is to be raised at the first meeting of the new Executive Committee after the A.G.M.

NEXT MEETING 21 March at the Community Centre

There being no other business the meeting closed at 10.30 p.m.