

MINUTES OF THE EXECUTIVE MEETING HELD ON DECEMBER 6TH 1999

APOLOGIES FOR ABSENCE NONE

MINUTES OF THE LAST COMMITTEE MEETING were signed as a true record.

MATTERS ARISING: 1. No charges should be made for putting notices on the notice board or windows.

2. No action had been taken on the parking notices on cars on Tuesdays.

FINANCIAL REPORT; No change from last time except in the current account which stood at £1359-31 with rent and wages to come out. The Copier Company had been in to offer a new machine with higher monthly copy allowance at 2.92p per copy. This does not seem as good as the present arrangement. The company has said that our machine is beyond its economic life!

CHAIRMAN'S REPORT; New building: a new application has been put into the Allotment Charity for £125,000 to compensate for loss of funds from County and District Councils. Lottery. The business case has been completed.

1. Utilisation completed showing an improvement on last year's of 5%
2. Revenue/costs graph completed.
3. Expected revenue costs for 1999 should be done (Rather out of date)
4. Accounts were not audited satisfactorily. We should have expenditure/revenue each month from the treasurer. A new auditor is required for this year.
5. The business case can now go to Martin Devine .
6. We are awaiting an updated costing from Drew.
7. A short version of the business case had been provided for the Charity.

A.O.B. Sylvia suggested "Buy a Brick" scheme. It would be good P.R. and would get groups involved but would not raise much money. 2 Sylvia also suggested a separate fund raising meeting. Plans for this would need to be carefully thought out.

3. Trustees –were responsible for the lease of the building. They were Stan Wade, Graham Parkes , and Brenda Spearing originally. It was asked whether they should be informed of the building needs and whether they should be invited to the meetings.

4. Letters could go in with the bills and this was o.k. with Jack.

5. Tenders for the paving repairs had not yet been received. There was urgency in getting this work done. The tree roots may be affecting the paving.

6. Friends would now meet on Mondays

7. There should not be chairs or tables blocking the Fire Exits at meetings.

8. Daytime meetings for this committee was suggested and approved. Friday 7th at 2 p.m. was suggested.

9. Centre would close for Christmas on Friday at 12.00 noon and re-open on January 5th 2000

10. Friend's Report concentrated on the TableTop sale. It was emphasised that the Friends should organise this themselves, as they are a group and not part of the committee.

11. Kitchen prices need to be checked as they could be making more profit.

Meeting closed 9.20 p.m.