  ***KILBURN COMMUNITY ASSOCIATION***

**Minutes of the meeting held on Monday 24th October 2022.**

**Present**: Terry (President), Adrian (Chair), Kirsty (Secretary), Diana (Treasurer), Tracey, Ann-Marie

**Apologies:** Jenny, Sarah, Godfrey, David H, Ann, David E, Kelly & Megan.

**Minutes of the previous meeting.**

Minutes of the previous meeting were agreed to be a true representation of the meeting.

**Lease.**

Terry has been corresponding with David H who is happy to report that a member of the Derby Diocese has taken on the role of taking care of the lease renewal. David H has had trouble getting in touch with the church’s solicitor, it has come to light that the firm has been taken over. The solicitor is staying with the new firm and will continue to work on the lease.

**Matters Arising.**

**Interior:**

The water leak reported by Ann-Marie is still quite bad, Tracey to contact David E to see if he managed to get in touch with the plumber who has done work for us previously. Several members of the committee voiced concerns that the leak, damp and cracks in the Hazlewood Room may be connected. It was agreed that a structural surveyor needs to be contacted as soon as possible. Tracey and Adrian to pass numbers on to Kirsty to contact this week. Diana also mentioned that if there is major repair work needed, we will need to inform our insurers. The renewal is due 9th November so it would be ideal to have the hall surveyed before this.

Heating – David E is using the hall tonight and reported that it was freezing, he asked when the heating would be switched on. Adrian suggested that hirers continue to use the boost button for as long as possible to prevent high energy bills. This is in the first wall cupboard, next to the kitchen door, and just needs pressing once for the heating to come on for an hour.

**Exterior:**

Adrian has tried to get in touch with the neighbours several times now regarding the boundary wall with no success, He will draft a letter to them and forward to Kirsty.

**Other:**

Salix – David will ask St Clements Church PCC to appoint a carbon neutral champion. David will get in contact with Ann-Marie so they can liaise on this.

Adrian has the Virgin SIM card and will drop it off to Kirsty before his group on Thursday evening. Kirsty to send him her address.

**Treasurer’s Report.**

Accounts of 19th October 2022.

**Income**

Dance Class £112.50

Elouise Keene £48.00

Derby Church £22.00

Keep Fit £42.00

*Total: £224.50*

**Expenditure**

British Gas £140.00

British Gas £27.76

Hall Manager £100

*Total: £267.76*

**Balance**

Barclays Deposit £2066.23

RBS Deposit £1143.56

RBS Current £9653.76

Cash in hand £1214.18

Both Diana and Terry have received correspondence regarding our British Gas account, we had signed up for 5 years and this is now coming to an end. They have sent a revised plan with a lower monthly payment for the next year. Terry to follow this up.

The insurance renewal has been circulated to all committee members; it has increased by £50. There is an option to renew for three years for a lower price. Diana encouraged all committee members to read the renewal and let her know if there are any queries.

**Booking Manager.**

There have been five bookings in October, one of these was the Brain Tumour Research fundraiser organised by a local family. The committee agreed that they would like to cover the cost of the hire fee for the fundraiser.

We have another new regular hirer, Lyndsey runs a Clubbercise class on a Wednesday evening (except when the Wine Circle are in the hall. This is another fantastic addition to the hall.

Kirsty will be doing a ‘What’s On’ Facebook post weekly to share all of the fantastic groups that are in the hall. If anyone has anything special planned, please let her know so that she can post about it on Facebook.

**Future bookings.**

*29th October – K Measures – Party – 10.30am-1pm (£30).*

*30th October – L Dalton – Party – 3pm-6pm (£36).*

*7th November – K Lamb – Charity Fundraiser – 5pm-9pm (£28.50).*

*19th November – L Appleyard – Party – 9am-4pm (£84).*

*20th November – S Smith – Party – 2pm-6pm (£48).*

*2nd December – T Green – Wreath Workshop – 3pm-7pm (£51).*

*3rd December – T Green – Wreath Workshop – 2pm-6pm (£48).*

*10th December – L Tyers – Party – 9.30am-2.30pm (£60).*

*17th December – C Rainsford – Party – 10am-2pm (£48).*

*14th January – K Stevenson – Party - 10.30am-1.30pm (£36).*

*28th January – K Stevenson – Party – 10.30am-1.30pm (£36).*

**Parish Council.**

David E asked Tracey to ask when the cleaner is in the hall. Adrian confirmed that she is in every Tuesday 12-2pm. He also asked if the minutes could be sent out earlier than they have been lately, Kirsty apologised for this and will try to send them out at least a week before the meeting.

Marshals are still required for the Remembrance Parade on Sunday 13th November – Kirsty volunteered to help. Tracey wants all committee members to know that whether they live in the village or not, they’re all welcome to all village events.

Questionnaire – The PC will let the KCA know when they come to discussing the part relating to the village hall and will invite committee members to a meeting, so we discuss this together and come up with a plan to build on the responses.

The Christmas Carol Service is on 9th December.

**Correspondence.**

None.

**Any other business.**

**Diana** – Will order the Remembrance Wreath tomorrow. RAD have sent information about using village halls as warm hubs. The committee agreed that if this was needed, we would hold an extraordinary meeting to get it set up as soon as we could. It was suggested that we could tag it alongside the Chatterbox café on a Friday morning. Tracey to mention this to the other PC members.

**Ann- Marie** – Derbyshire Toy Library will be using the hall an extra day on 2nd November as Belper Community Hall is having the floor revarnished. The dehumidifiers are filling quicker in the toy store cupboard.

**Adrian** – Nappies are still being left in the disabled toilet. Could everyone make sure that all bins are emptied at the end of their session.

Adrian will be working away in Crewe more so has asked if we could alternate the Zoom and in person meetings. The committee present agreed with this.

The meeting closed at 20:03

The next meeting will be on Monday 28th November, 7pm at Kilburn Village Hall. **Signed…………………………………………**