  ***KILBURN COMMUNITY ASSOCIATION***

**Minutes of the meeting held on Monday 27th November 2023.**

**Present**: Terry (President), Adrian (Chair), Kirsty (Secretary), Ann-Marie, Peter, Kelly, David H, Ann, Tracey, Kath, Paul & David E.

**Apologies:**  Diana, Sarah & Godfrey.

**Minutes of the previous meeting.**

Agreed to be a true representation.

**Lease –** David H – The Lease appeared ‘lost’, happily it has surfaced and has made it’s way to the Bishop. David is hopeful that the Bishop’s signature is the last one we need on the Lease so we can then register with the Land Registry. The Diocese has a new property manager who has had a look at the Lease document and has requested that the hall is visited by a surveyor before he gives it the go ahead on his side. Terry to meet with him at the hall on Friday 1st December.

**Matters Arising.**

**Interior:**

* **Floor** – The floor is being sanded and resealed week beginning 29th January 2024. All hirers are to be made aware that the hall will be closed that week.
* **Air Circulation/Damp** – Simon and David E to investigate getting some air circulation back up and running at the front of the hall, they just need to organise a date when they’re both available.
* **Heating & Energy** – David E has had the boiler checked and it is in good working order, Kirsty to send the hall schedule to him so he can set the heating to come on for groups. It was agreed that when we have wi-fi in the hall we will consider a wi-fi thermostat that can be controlled remotely.

Terry – *Currently our provider is British Gas for electricity and gas. Their contract expires on the 25th January 2024. I have looked into see whether we can get this cheaper.*

*British Gas best renewal offer is a 3-year fixed option with Direct Debit.*

*Based on the last 12 months, the electricity consumption is 1993kWh and the gas consumption is 20399kWh.*

*They quote £811 per year for electricity and £2482 per year for gas. I believe this is lower than this current year, but all energy prices will rise by 5% in January2024.*

*The general opinion from the energy companies is that prices will fall over the next 3 years, but this cannot take into account unforeseen catastrophes! Prices are fluctuating constantly, so quotes are only valid for a few days, it seems.*

*I have used a comparison website, Usavecompare.co.uk, who were very helpful. Their search found the cheapest provider to be EDF, and a 2-year fixed price tariff would make a saving of £764 per year for gas and electricity compared to British Gas.*

*I am also dealing with Utility Aid, recommended by RAD. They are really offering a consultancy to manage our energy bills. I am hoping they will get back to me before the meeting on Monday.*

RAD recommend Utility Aid, a consultancy and advisory body, who would monitor our use to ensure we aren’t being overcharged. Terry will also look into this.

The KCA committee agreed to the EDF quote if Utility Aid are unable to help.

**Exterior:**

* **Boundary wall** – No further progress.

**Other:**

* **Grants –** On hold until the Lease has been signed.
* **Premises Licence- Sale/supply of Alcohol –** Following the good news that the variation has been added to the current Premises License, Kirsty will need to write an Accident and Incident policy, Challenge 25 policy, Noise Management policy and a Dispersal policy. These will be circulated to the KCA committee members and then sent to AVBC. A paper copy of all of the policies will be in the hall at all times, electronic copies will be sent to all hirers.

It was agreed that party bookings that have stated they would like to bring/supply alcohol but will have under 18’s attending (children) should also apply for a TEN. A party with alcohol present can only be booked by someone over the age of 25 and we won’t be accepting parties for a 16th, 18th or 21st birthday. The KCA committee will all be made aware of a booking made where there will be alcohol present and one of the committee may make a spot-check to ensure all conditions are being met.

* **Anti-social behaviour in the village -**  Kath reported seeing a car pull into the Church Street Car Park and handed over small bags to teenagers. The KCA agreed that if anything like this is ever seen, that it should be reported to the police immediately. Packages have also been taken from residents’ doorsteps when left there by delivery drivers, a post has been shared on our Facebook page with guidance on how to prevent theft like this.

**Treasurer’s Report.**

Accounts as of 19th October 2023

**Income**

Derby Church. £11.00

Keep fit. £24.00

Severn Trent. £33.00. Refund

AVBC. £15.00

Burnett Academy. £48.00

Over 60’s. £24.00

Your life Yoga. £60.00

E. Terry. £36.00

L Kerr. £36.00

S. Suarez-Wignell. £36.00

M. Shanmghan. £30.00

**Total. £353.00**

**Expenditure**

British Gas. £92.00

British Gas (ele). £34.97

Killingworth-parrot £50.00

Cleaning materials. £5.48

Bin Liners. £1.35

Hall Manager. £100.00

Cleaner. £143.75

**Total. £427.55**

BRS. Current. £10,928.12

RBS deposit. £1,144.82

Barclay. £2,068.18

Cash in hand. £1,351.56

**Booking Manager.**

£89.25 taken from bookings for November.

**Future bookings.**

*1st December Christmas Decorations going up.*

*2nd December – K McAra – NCT antenatal session – 9.30am-4.30pm (£84).*

*8th December – T Green – Xmas wreath workshop – 6-9pm (£45).*

*9th December – K McAra – NCT antenatal session – 9.30am-4.30pm (£84).*

*25th December – E Conheeney – Christmas Dinner – 12-4pm (£48).*

***2024***

*5th January – J Malpass – Referral Order Panel – 10am-11.30am (£18)*

*21st January – S Hunt – Party – 12pm-4pm (£48)*

*27th January – Church – Menopause Café – 9am-12.30pm (free)*

***Week beginning 29th January – HALL CLOSED***

*10th February – K McAra – NCT antenatal session – 9.30am-4.30pm (£84).*

*17th February – K McAra – NCT antenatal session – 9.30am-4.30pm (£84).*

*6th April – L Farnsworth – Members’ surgery – 10-11am (£12).*

*12th April – J Malpass - Referral Order - Panel – 10am-11.30am (£18)*

***2nd May – POLLING STATION – ALL DAY***

*7th June – J Malpass – Referral Order Panel – 10am-11.30am (£18)*

*8th June – K McAra – NCT antenatal session – 9.30am-4.30pm (£84).*

*15th June – K McAra – NCT antenatal session – 9.30am-4.30pm (£84).*

*2nd August – J Malpass – Referral Order Panel – 10am-11.30am (£18).*

**Parish Council.**

**Nature Reserve** – Meetings are now postponed until early spring.

**Speedwatch** – Member of the public have voiced their concerns about speeding on Ryknield Road. Issues have been reported. They also reported that several of the streetlights aren’t working, this has also been reported.

**Remembrance Parade** – This was a success yet again, a meaningful community event. Congratulations and thanks given to Kelly for organising it.

**Carol Service** – Friday 8th December from 6.30pm at the Baptist Church, please attend if possible.

**Other** – DCC have teamed up with the NHS with a scheme using QR codes on benches. If someone is feeling lonely or like they need to talk to someone, they simply scan the QR code using their mobile phone’s camera and they’re able to chat to someone. It is called ‘Community Benches’ and they will be put a map so people can find them.

* Simon Fox is the new Neighbourhood Watch Coordinator; his first task is to apply for funding for additional signage and materials to promote Neighbourhood Watch in the local area.
* Kelly asked for any articles to be sent to her for the February/March issue of The Kilburn News.

**Correspondence.**

**Any other business.**

**Kirsty** – Questioned if Ann-Marie should still be paying for the storage cupboard. Historically Ann-Marie was charged as she was the only one that required storage. There are now several groups that store items in the hall and as she also shares the toys with Kelly’s group, it was decided that she would not be charged any more.

**Kath** – Reported that there isn’t any washing up liquid or pedal bin liners, Kath offered to pick these up. Committee agreed and gave thanks.

**Peter** – Reminded the KCA that the Rotary Santa would be visiting Kilburn on Monday 11th December, starting at Sapphire Drive around 5.30pm. This is to be advertised on our Facebook page.

**Ann-Marie** – Some of the families that visit the Stay & Play session have mentioned that the damp on the ceiling does put them off as it looks like black mould. David E suggested that we hire (or borrow) some scaffolding and give that small section a good clean and treat it with damp paint. Kirsty offered to help with the cleaning and painting.

**Paul** – The Model Railway Club will discuss plans to alter the interior of the cupboard at the front of the hall to accommodate their equipment as well as Kelly’s equipment for the baby & toddler group. They will share these plans before any building work commences.

The meeting closed at 20:40.

The next meeting will be on Monday 22nd January 2024, 7pm at Kilburn Village Hall.

**Signed…………………………………………**