  ***KILBURN COMMUNITY ASSOCIATION***

**Minutes of the meeting held on Monday 25th September 2023.**

**Present**: Adrian (Chair), Sarah (Vice-Chair), Diana (Treasurer), Kirsty (Secretary), Ann-Marie, Kath, Kelly, Ann, David H & David E.

**Apologies:** Terry (President), Tracey, Jenny & Godfrey.

**Minutes of the previous meeting.**

Agreed to be a true representation.

**Lease –** Terry – The lease has been signed except the church. The KPC’s solicitor have sent it over to the, David H explained that if it had gone to the Diocese it may need chasing as they receive a lot of correspondence. This last signature is needed to finalise the Land Registry application.

**Matters Arising.**

**Interior:**

* **Decor** – Adrian expressed his thanks to all that attended the painting party on August 19th. The Hazlewood Room is looking much fresher and brighter.
* **Floor** – The cosmetic damage has been caused by an electric wheelchair has been removed by the cleaner fortunately. The committee agreed to book the flooring specialist we received the quote from and go with the best option. This will be a big expense upfront but should last for quite a few years, therefore saving us money in the long run. Kirsty to contact and arrange a date for the work to take place.
* **Air Circulation/Damp** – Simon and David E to investigate getting some air circulation back up and running at the front of the hall. This will help alleviate the damp issue.

**Exterior:**

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

**Other:**

* **Grants –** Adrian suggested setting up the sub-group when the lease is finalised. David H has experience and offered to help with any applications.
* **Premises Licence- Sale/supply of Alcohol –** The notices are on display and have also been published in the Kilburn News. The notice period ends on October 5th and then we will receive correspondence from AVBC. Kirsty will keep the committee updated via the WhatsApp chat.
* **Anti-social behaviour in the village -**  The phone cable post outside of the village hall has been vandalised, this was reported to us via the Facebook page and a BT engineer was quickly contacted and attended to put it right.

**Treasurer’s Report.**

Income:

Expenditure:

The gentleman at Mabe Allen has been auditing our books for over 30 years and he has sadly passed away. Mabe Allen have been in touch with Diana and have reassured us that they would still like to continue to work with us.

The gas direct debit has gone down to £92 per month and we are in credit at present.

The cleaner is doing a great job and has been extremely honest when invoicing.

Before the meeting, Diana asked Kirsty to circulate an email she had received from our insurance company, Allied Westminster. Diana had previously let them know about the damp issues we’ve been having and they are now asking for regular updates. On the email circulated, they have asked for a Village Guard Information Request form to be filled in. David H offered to read through this and assist Diana with the reply.

**Online Banking** – Date to visit RBS tbc.

**Booking Manager.**

£462 taken from bookings this month.

All paperwork for the second application for the vary to our current premises licence have been sent off.

**Future bookings.**

*1st October – E Terry – Party – 12pm-3pm (£36).*

*2nd October – Severn Trent – Consultation Event – 4.30pm-7pm (£33).*

*7th October – K McAra – NCT antenatal session – 10am-5.30pm (£90).*

*8th October – L Kerr – Party – 1.30-4.30pm (£36).*

*28th October – S Suarez-Wignell – Party – 10.30am-1.30pm (£36).*

*6th November – K Lamb – Charity Fundraiser – 5.30pm-9.30pm (£29.25).*

*12th November – E Locke – Party – 12pm-4pm (£24).*

*1st December – Wine Circle to put up Christmas decorations.*

*2nd December – K McAra – NCT antenatal session – 9.30am-4.30pm (£82).*

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

*9th December – K McAra – NCT antenatal session – 9.30am-4.30pm (£82).*

*10th February 2024 – K McAra – NCT antenatal session – 9.30am-4.30pm (£82).*

*17th February – K McAra – NCT antenatal session – 9.30am-4.30pm (£82).*

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

**Parish Council.**

**Nature Reserve** – The next meet up is 14th October.

**SID** – The SID has been moved to Woodhouse Road.

**Other** – Kelly has put in the application for the Kilburn Community Day on June 1st 2024.

The Christmas tree and lights and will be going up at the beginning of December.

Planning has been put in for the Methodist Chapel for 13 flats, many people are expected to object.

The KPC have put in an objection for the White Barn planning.

The Christmas Carol concert will be on again at the Baptist Church on Friday 8th December, it would be nice to see more families and children attend this year.

**Correspondence.**

* Trevor Ainsworth contacted Kirsty regarding a donation he wishes to make to the KCA. He would like to fund new Christmas decorations, cover the £100 fee for the premises licence variation and provide some items that are essential for the hall. The committee agreed that we would appreciate this donation and would like to purchase toilet roll dispensers, paint for the kitchen and dehumidifiers for the toy store alongside the Christmas decorations.
* Astco – Astco provide clothing banks and have contacted Kirsty to see if its something we might be able to facilitate at the hall. There is no cost to the KCA and they donate 30p for every kilo collected each month to us. The committee felt that there isn’t room at the hall but will pass on the information to Trevor Ainsworth in case he’d like to find a spot for it.

**Any other business.**

**David E** – The Parish Warden has cleaned the paths around the hall.

**Kelly** – Kelly has several mental health awareness flyers and table cards. Diana took some to pass on to Terry to distribute at Chatterbox, David H and Kath also took some for their groups too.

**Ann-Marie** – Reminded the committee about the drainage issue in the toy cupboard. David E to have a look.

The meeting closed at 19:55. The next meeting will be on Monday 23rd October 2023, 7pm via Zoom.

**Signed…………………………………………**