  ***KILBURN COMMUNITY ASSOCIATION***

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

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

**Apologies:** Terry (President), Sarah (Vice Chair), Tracey, David H, Ann & Godfrey

**Minutes of the previous meeting.**

**Lease –** David to update at the next meeting.

**Matters Arising.**

**Interior:**

* **Cracks** – Appear to have closed, the committee agreed that we felt they were caused by the hot summer and don’t pose any risk to the building.
* **Heating** – Peter has arranged for the boiler to be serviced tomorrow (28th February). The advance boost button doesn’t seem to be working. Hirers will be advised to use the manual ‘on’ function for their hire period and will be reminded to ensure the setting has been put back to timed when they exit.
* **Cupboard** – The committee agreed that we should dispose of the plastic chairs and take the cupboard down. The chairs will be advertised on Facebook. Kirsty to sort this over the Easter break from school.
* **Other** - Kirsty to get in touch with George again regarding the broken floorboards.

**Exterior:**

* **Boundary wall** – Adrian to contact Fletchers Estate Agents regarding the boundary wall.

**Other:**

* **AGM –** Notices to be sent out and put up two weeks beforehand. Affiliation forms to be sent out, these need to be filled in and returned to Kirsty on or before the AGM (via email preferably).
* **Online banking –** Ongoing. Terry, Diana and Kirsty to visit RBS in person.

**Treasurer’s Report.**

Accounts as of 19th February.

**Income**

Chatterbox. £38.00

KeepFit. £48.00

Wine Circle. £198.00

Burnett Academy. £60.00

Derbyshire Toy. £24.00

***Total. £368.00***

**Expenditure**

British Gas (E). £86.49

L. Warman. £200.00

British Gas. £116.00

British Gas. £38.07

***Total. £440.56***

Barclays deposit. £2,068.18

RBS deposit. £1,144.52

RBS current. £9,511.67

Cash in hand. £1,558.15

**Insurance** – The insurers have asked for a copy of the report from Preserva, Kirsty to forward this to Diana to pass on.

**Online Banking** –Diana, Terry and Kirsty to go to the nearest branch.

**Booking Manager.**

No money has been taken from private bookings in February.

Lyndsey (Clubbercise) has decided to move her class to a different location as she wanted to be able to run the class every week. She has asked that if a Monday or Wednesday evening comes up, and is available every week of the month, she would like me to contact her.

Kirsty introduced Kath to the committee, Kath has started a fortnightly over 60’s group in the hall on a Monday afternoon. She has requested to become affiliated which the committee agreed to. The KCA welcomed Kath.

**Future bookings.**

*4th May – Polling Station – 6.30am-10pm.*

*20th May – D Harris – 7-10pm.*

*22nd May – K Lamb – Charity Fundraiser – 5-9pm.*

**Parish Council.**

**Kilburn Community Day** - 22nd April, 11am - 4pm. Planning is going well with plenty of support in interest. Terry to liaise with Kelly regarding the refreshments.

**Newsletter** – Can all hirers please do a write up about their group to put in future editions.

**Litter pick** – 1st April starting at Church Street Car Park.

**Correspondence.**

Sheila has forwarded information regarding the Jubilee Grant for Village Halls, Adrian to have a read through the paperwork and then an extraordinary meeting may be called to fill in the application.

**Any other business.**

**Kelly** – Kelly has been using the back cupboard to store the items used for the Baby & Toddler group and wanted to check that it is okay if she continued to do so. The committee agreed that it is okay and that over the Easter break Kirsty, and anyone else available, would have a good sort out in there to make more room.

**Kath** – Kath asked if she could also have some storage space, the committee agreed that we would makes sure a shelf would be cleared for her. Kath also has an urn that she is happy to leave in the hall for other people to use. The committee agreed that this would be okay, and we would include it in the next PAT testing.

**Adrian** – Adrian requested that meetings continue to alternate between in person and on Zoom. He also requested that named committee members take the time between this meeting and the AGM to consider staying on as a named member.

The meeting closed at 20:00

The next meeting will be the AGM followed by the usual monthly meeting on Monday 27th March 2023 7pm at Kilburn Village Hall.

**Signed…………………………………………**