

WVH MANAGEMENT COMMITTEE

MINUTES OF MEETING HELD ON 14th March 2016, 7:30 pm

Present: Derek Carver (Chair), Mark Anslow), Chris Moore, Peter Ketley. Julie Petty (minutes)

Apologies: Daphne Egan, Trevor Dufton, Lisa Firth, Catherine Wossack.

Minutes of previous meeting: February 22nd 2016

Approved Derek Carver

Seconded Chris Moore

Matters arising

Due to the meeting only just being quorate it was decided the planned strategic meeting will be carried forward to the next Management meeting in April.

Manager's report

Certain items were picked from Julie report for discussion.

A decision was needed regarding Wilsden Auction, the loss of revenue was discussed along with the possibility of other sources of income to replace the empty Wednesdays. It was felt that to lose the auction completely with no revenue to replace it, would not be prudent at this time. Other avenues need to be looked into.

Action – a letter to be sent to the Wilsden Auction, stating their rent would not be increased this year. But looked at again, at the next annual charge review.

Proposed: Derek

Seconded: Peter

Childcare – Julie clarified the history behind ASC and HC, giving facts regarding its startup grant from EYCS, which the Hall was tied into for five years. A grant of over forty thousand pounds was awarded to the Hall to refurbish the lower hall, provide offices and extra toilets, and to help sustain extra staffing cost for the first two years of operation. The ASC & HC would then hopefully stand alone. This is why the figures over from 2009 – 2015 look so radically different. As the business grew slowly, funding ceased and staffing costs went up, due to intake of children.

CM asked if JP ever thought the Childcare would ever make larger profits.

DC made the point that since no room hire charges were included in the Childcare figures, it actually made a financial loss in real terms.

JP said she could not see it making a massive improvement, just steady, but it was not set up to be a money spinner, rather a provider of service.

JP also stated that if major changes were to be made to the childcare it would be worth speaking to EYCS first, just to ensure that the 'tied agreement' had ended. Some funding bids expect a return of a percentage of the original bid should the funded operation cease or change!

JP also thought that whilst the ASC appeared to be on track charge wise, with other childcare providers, the Holiday Club could probably take an increase.

There was a general discussion regarding charges and it was decided that we need to test the market find out what other centers charge and then look at increases.

JP requested that if an increase were made we needed to give the customers/parents at least a three-month warning before the increase took place. Most parents pay by working credits and direct debit and would need time to adjust. No one had issue with this.

Treasurers Role: a brief discussion regarding the position left vacant by Simon's resignation, the how's and why fore's of the treasurer's role were debated including the possibility of producing the reports from QB and the Treasurers role to become less intense. It was felt that only a monthly meeting with JP would be needed to ensure the finances were correct and reports could be sent via email to whoever takes the role. Peter Ketley is willing to have a chat with one committee member, with regard to taking the position. It is important someone fills the vacancy sooner rather than later.

A mention in the minutes: The Committee would like to take this opportunity to thank Simon for the past three years hard work on producing reports and budgets and his help with energy management and work on the proposed bid for section 106 funding.

Future Events that may bring in more income for the hall were then discussed. As in her report JP felt that children's parties make very little profit. As we are tied to certain times to hold them, cleaning and security are always issues at the weekend. PK asked JP if she had any ideas

JP suggested a Produce Market, to which local businesses could bring their own produce, e.g. the local butchers, Krave deli, and a local Cupcake maker. They could buy a table, we could run a café, possibly hold this once a month. Ideas for other groups to be involved were then discussed. WGA members could sell surplus veg, uniformed groups could be invited to run stalls for their groups, raising their own funds whilst still contributing to hall income.

It was decided to look into this further i.e., licensing, publicity, and interest from the village and groups. To encourage other groups we could also look into a flyer display board, where people could take information away with them for the various activities taking place. This would be better than just having our current timetable on display. PK will float the produce market idea at the next WGA meeting.

Other items. The intermittent Wi-Fi was mentioned, Mark to come and have a look at this as it is his field of expertise.

A date was fixed with JP and MA to go over the PQASSO Quality Mark documentation.

JP mentioned that the council were looking into revoking the peppercorn lease agreements, if so this could give the hall another financial headache. We need to monitor this.

The intended Strategic Planning meeting was then deferred to the next meeting.

Meeting closed at 8.45pm

Minutes approved 25/04/2016

