

Minutes of the Vicars Cross Community Centre sub-group meeting held at VXCC on Tuesday 16th July 2019 at 6.00pm.

PART ONE

1	<p>Present: Cllrs Peter Bulmer, Steve Collings, Pauline Cox, Krissie Myler, Keith Scargill and Martin Whiteley (Cllr Whiteley attended for the first part of the meeting only). In attendance: Jodie Ronan, Centre Manager and Kath Lloyd, Clerk</p> <p>Graham Booth from Cheshire Community Energy joined the sub group at this point</p>
2	<p>Appointment of a Chair: Cllr Krissie Myler was proposed by Cllr Cox and seconded by Cllr Collings and duly elected to Chair</p>
3	<p>Declarations of Interest: <i>none declared</i></p>
4	<p>Financial update: the Centre Manager gave a verbal update of the finances, supported by Cllr Whiteley who stressed that in his view, the centre needed to build a general fund of £10k and a maintenance reserve of £20k in order to meet the costs of an aging building and increasing costs.</p> <p><i>At this point, Graham Booth from Cheshire Community Energy joined the meeting at Cllr Bulmer's invitation to discuss the financial implications and potential of installing solar panels on the roof of the community centre.</i></p> <p><i>http://www.chestercommunityenergy.org.uk/. The sub group discussed the financial projections for the scheme which had been prepared by Graham and agreed that other issues including ethical and community benefit should be considered as well. It was agreed that Cllr Bulmer, Graham and the Centre Manager, would meet to discuss in more detail and bring a briefing paper to the sub group meeting on 10th Sept for a recommendation to go to full council on 16th Sept. Mr Booth left the meeting at this point.</i></p> <p>The meeting considered the financial information shared by the centre manager and the following queries were raised:</p> <ul style="list-style-type: none"> - The cost of gritting over the last year, seemed extremely high, given the mild winter – the centre manager will scrutinise invoices and report back. - The cost of PPL and PRS licences were abnormally high as the two licences have now merged and there was a one off fee for registration <p>It was noted that the income and level of grant income has continued to grow and the centre manager was congratulated on this. The sub group are confident that the centre is self-sustaining and is meeting all operational costs.</p>

	<p>Clr Whiteley left the meeting at this point.</p>
5	<p>Terms of Reference: the terms of reference were accepted for the next year</p>
6	<p>Membership of Sub Group: it was agreed that the centre manager should advertise for two co-opted members, one from the local community and one from the user groups.</p>
7	<p>Review of previous meeting minutes and outstanding actions: the minutes and progress report from May and June were reviewed and any matters arising were included elsewhere on the agenda</p>
8	<p>Review VXCC Annual Report for Parish Council meeting: the Centre Manager shared the presentation that she intends to give at the full council meeting and the sub group suggested a few minor changes. It was observed that the group least catered for was the 5 – 16 year olds although that might change with the addition of the after school club data which will include 5- 11 yr olds. This still leaves a gap in services for 11 – 16 year olds.</p>
9	<p>Business report review: the centre manager gave a verbal update of the latest business report which had been circulated by email previously.</p> <p>Upcoming Private Bookings</p> <ul style="list-style-type: none"> ➤ 13/07– VXD Presentation Evening (TENS applied for) ➤ 20/07 – Party Booking ➤ 03/08 – Party Booking ➤ August – no party bookings ➤ <p><i>July / August quieter time of year for private hire. Offer added to social media 5th July- Party Bookings in August receive discounted rate if FB promotion mentioned at time of booking.</i></p> <p>User Groups Update</p> <ul style="list-style-type: none"> ➤ 19 user groups ➤ Public liability insurances – awaiting Toddlers and VXD ➤ Art tutor rebooked for 10 week Art class Sept start (third programme) <p>Projects Update</p> <ul style="list-style-type: none"> ➤ Brightlife Project – Funding Ended – hit all KPIs for funding and final report submitted to Brightlife. First 2 self-funded cinema sessions have now taken place. <ul style="list-style-type: none"> - 10th April – 47 tickets (£235), £13 donations, £24 raffle collection - 29th May – 66 Tickets (£330), £18 donations, £44 Raffle collection - Session cost approx. £380-400 to run (have £1500 accrued from 2018-19 sessions ticket costs) <p>Next session 7th August</p> <p>10.30 – Children’s Film (Aladdin) followed by 2pm adults film (Rocketman)</p>

	<ul style="list-style-type: none"> ➤ Yoga and mindful retreat £25 each 6th July - 8 attendees and looking to do another in Sept. ➤ Yoga session for CRY Charity 30th June – Successful, looking to rebook for regular sessions from Sept - see photo ➤ Thackeray Dr Picnic 22nd June– approx.. 30 people <p>Booking Enquiries –</p> <ul style="list-style-type: none"> ➤ Dance & Movement – awaiting response on time slots available. ➤ Baby massage enquiry – clashed with Art sessions ➤ Cheshire West Governance Association – looking to book for termly meetings ➤ Diddi Drama –requested morning slot through Summer couldn't accommodate ➤ Sweaty Mamas – Enquiry about mother and baby keep fit sessions - ongoing <p>Feedback / Compliments / Complaints</p> <ul style="list-style-type: none"> ➤ Positive feedback from individuals for Brightlife project – see photo. ➤ Complaint from one user group on cleanliness of centre 19/6/19
10	<p>Review new projects – Cllr Pauline Cox has supported the development of an Honesty Café at Vicars Cross Community Centre to enhance the service provided to users of the centre. Cllr Rick Nieto has sourced a chest freezer, meaning that the centre is able to offer ice creams as well as drinks and snacks. The service is proving popular with the local community and will be monitored and developed over the next few months.</p> <p>It was agreed that if the centre manager is going to apply for lottery funding, she should focus on the upgrade of the central heating.</p> <p>The centre manager is meeting with Chester University to investigate the potential of an arts project on the outside rear wall of the building and will report back in the autumn.</p>
11	<p>To review matrix document: reviewed and noted that the centre manager will investigate the potential of a vending machine (costs, management etc)</p>
12	<p>Date of next meeting: PLEASE NOTE CHANGE OF DATE – Tuesday 3rd Sept at 6pm</p>
14	<p>Information exchange: none shared</p>