

Minutes from the Woodhall Farm Community Association Committee

Meeting on Wednesday 9th June 04

Present: Colette Wyatt-Lowe, Geraldine Lander, Lars Stegemann, Arno Andreasen, Lillian Andreasen, Carol Garrett
From DBC: Matt Chattfield and Nicola Molloy

Apologies: Steve Holmes, Marcela Cortez and Fiona Guest

1. Minutes were agreed and signed

2. Information items

SILC – (Language exchange) have made a big booking in June and July and will be using 3-5 rooms for English teaching. WorldShapers have and will give up their rooms for them to use.

Paddock Piecemakers have been upset about having been moved to another room on one occasion. We decided to send them a letter of apology and offer them one Tuesday for free. (They have been given 4 weeks for free and their rent is put down to charity rate).

Arno had a meeting with some people from County – they really liked the new look of the Centre.

Colette asked if the Relaunch of the Centre could be mentioned in the Grape Vine – the Council Magazine. Matt will arrange this and also through this encourage use of the Centre.

The Dance teacher who is here Monday Evenings has commented how happy she is about the changes here. She will encourage her users to use the Centre more.

Matt suggested to give out an evaluation sheet for the users. Nicola sent out a letter to the users earlier in the Spring to get feed back. She has only had response from a couple of users.

Colette wondered if we could somehow let our users know that we would like to hear if people have any issues with their use of the Centre.

Arno has been to a Meeting for chairs of Community Associations, they had talked about how difficult it is to get Volunteers to help at Community Centres. Com Centres are seen more as Buisnesses than Charities – as you pay to use them.

It would be interesting in the future – maybe when we do the next “count” of users for DBC we can try to find out how many of the users of the Centre are locals of Woodhall Farm.

Nicola informed us that 2 children have come to the Kidsclub. There's only 1 Saturday left.

To-do-list:

- Matt will ask James about the safety of the Banisters and the window “hooks”
- Geraldine will look into a Nappy Disposal System
- All users are have been sent “Conditions of hire” to sign and return

3.Financial Status:

Arno and Colette had a meeting with Christine Fischer and others from DBC about WFCA. There had been a lot of demands from Richard Mickewright. Christine Fischer had asked what kind of support we needed. Arno had asked for one-off meetings and phone calls, not meetings you walk out of feeling disempowered.

Matt commented that DBC no longer have the role of Critical partner, as the Centre now is debt free.

Colette said that the general feel at DBC about our Centre is very positive, despite the meeting, and the changes here are being recognised.

On working on the accounts of the Cente, it still proving very hard work, with lots of loose ends. The Auditors wrote in last years accounts that we owed £ 6000 – but it doesn't clarify to whom. It will not be possible to have correct accounts, but hopefully we can get quite close. Ruth Clinch has been through all piles at least 3 times in the pursuit of answers.

However it is great that we've been able to pay off the debt.

Preschool:

Arno has been working with the Preschool on their accounts. Fortunately they had been very good at keeping copies of documents.

The Preschool showed about £ 6000 profit – so they were not the reason for the debt, which is what they were often led to think. They didn't get the money they had received from the New Opportunities Fund and some other Fundraising they had done.

Arno suggested to let half of it be Hall hire and then work money into the budget for buying material.

Debbie Hoones and Helen Jones from County and Preschool Alliance came out and met with the Preschool leaders and Arno. They were VERY helpful.

Arno is suggesting that Hall hire is now worked into their budget.

Audrey now seems happy with the changes.

Audrey has calculated how much the new funding will be from April 1st for 3 year-olds.

Arno has looked at creating stability for the staff and a pay raise.

They have had a very good Ofsted Report.

The budget was agreed.

4.Co-opting onto Committee

It was unanimously agreed to co-opt Ruth Clinch onto the Committee. She has worked really hard to help since February.

5.To-do-list

Find out about the Alarm System – Matt will see what he can find

Test Fire-Alarms + work out a system for this

Health and Safety Policy for Staff. Matt offered to help with this.

Choose other Auditors – maybe ask other Centres who they use

What do we do with the Bin outside

New Bins – maybe a sandbin

The Payphone doesn't work.

The Wall paper is peeling off in the Pleydell.

Fresh water for upstairs

Look into prizes for a Cappucino Maschine for users

Look at possibilities of changes upstairs to have 2 toilets to one zink – and a little tea kitchen facility.

6.AOB

Lars informed us that he will be leaving the Committee as he will move to Sweden in August. We thank him for what he has done for the Centre.

7.DONM

Next meeting will be July 5th at 7pm.