

Minutes of Woodhall Farm Community Association

19th November 2004

Present: Arno Steen Andreasen, Colette Wyatt-Lowe, Marcela Cortez, Ruth Clinch, Steve Holmes, Geraldine Lander, Audrey Evans, Carol Garrett.

Apologies: Fiona Guest, Lillian Andreasen

1. Minutes Minutes from the last meeting were agreed and signed.

2. Planning of the AGM

- Change of date to 9th February 2005 7.30
 - Need to display on the 1st December.
 - There is a need to encourage people to attend. Advise all hirers about the meeting
 - The next meeting to be in October 2005 in order to present the accounts more satisfactorily
- Matt Chatsfield will chair the election of new officers.

3. Report from Woodhall Farm Pre-school (Attached)

- Audrey is open to advice on any aspects of the running of the Pre-school
- The Autumn Walk was a success.
- Attendance is satisfactory with vacancies left for children as they become of age.
- It was suggested that notices should be put up in the doctor's surgeries, however most contacts come from the schools and Social Services.

4. Banking

To facilitate the signing of cheques it was agreed that Ruth Clinch should be a signatory. Internet and phone banking was approved to facilitate access to the account.

5. Financial update

- In an encouraging report the core activity shows a net income of £7,920.66.
 - The Auditor has accepted the accounts as presented.
 - Arno was asked to prepare a Budget Prediction for the first three months of the New Year.
 - It is hoped that it will be possible to put money aside for Community Activities.
- The Pre-school accounts are also encouraging.

6. Information Items

- Payroll discussion took place about the pre-school staff being paid monthly
- A report was presented showing good progress with the building maintenance.
- New 'regular users' and the return of the Scouts - promising.

7. Child Protection Policy

Matt presented the Grove Hill Community Association Child Protection Policy as a first draft. A policy is required by funders but should be in place in any case.

AOB

Paving slabs are not available from the council. N.B. Any paving etc has to be approved by them.

Repair to the external door - Contact Building Services. Matt will advise.

Phone 'James' to arrange a visit.

Need of scaffolding to facilitate the decoration of the main hall.

There will soon be a local police officer.

Tell Steve of local issues.

Matt will arrange for the desks to be removed from outside.

'Cameras' are to go up.

All were invited to a Pre-school Social Morning for cake-eating on Thursday 9th December.

The Centre is to be decorated for Christmas.

DONM Friday 14th January 2005 at 12.15pm