

Pontrobert Recreation Association Minutes – 20th July 2016

Present – I Hawkins, H Davies, J Rose, M Chapman, M Lloyd, M Booth, G Forshaw, D Lewis, Cliff Wood, K Tatlow

Apologies – C Gilson

Appointment of Officers – Approved by the meeting

Chair – Helen Davies

Vice Chair – Mike Booth

Treasurer – Cliff Wood

General Secretary – John Rose – Titular

Entertainment secretary – Vacant (M Chapman will organise whist food)

Technical Officer – John Rose

Assistant Treasurer – Ken Tatlow

Building sub committee chair – J Rose to speak with C Human

Web Master – Gavin Forshaw

Booking secretary – Samantha Edwards – Employee

Press Officer – Gavin Forshaw

Minutes from previous meeting 20th June 2016 – Approved and signed.

Outstanding Matters Arising -

- J Rose to obtain a dog travel cage to use as a gas cylinder cage.
- Date set, Saturday 20th August, for a yard tidy, fence painting and gutter inspection.

Lunch Club Management

- There was no volunteer at the meeting for a replacement lunch club manager. Mr I Hawkins expressed the view that in effect the committee managed the lunch club but somebody would be required to ascertain numbers etc. Further discussion to be held at the next lunch club meeting on 16th August.
- Storage of equipment and cooking items – J Rose to try and contact L Lewis and arrange a meeting with her and the chair to discuss possible options.
- Relocation of the coffee, tea and biscuit to the small meeting room when the cook occupied the kitchen was agreed.
- The relocation of the shed fridge and freezer to the small meeting room was agreed.
- Separation of food – The meeting considered designating the kitchen fridge for raw products and the small meeting room fridge for ready to eat or drink products would be the easiest way to manage the issue. However a discussion with L Lewis was required.
- J Rose reminded the meeting that any new car drivers transporting food or people needed to check with their car insurers that they are covered.

Treasurers report

- High interest AC now at £5764 and Current AC at £5120.
- J Rose confirmed that the bar run for the school fun day made a profit of £100.14 (46%) and that the friends of the school wanted the hall to retain the full amount.

Future Event Programme 2016 - 2017

TBC Oct /Nov	H Davies to obtain choir prices from Y Fegin and Cor Machynlleth..				
04/11/16	Cylch quiz night with bar – provisional date. Helen Davies (Chair) to hold the TEN and run the bar.				
January 2017	Hen Fegin (£200) with bar and soup – Date TBC				
2017	Talent evening – Date TBC				
Bingo		Whist			
Date		Date	Host	Food	Door & Draw
19/08/16	Ivor, Gavin, John	26/08/16	Huw	Myra	Helen & Menna
16/09/16	Ivor, Gavin, John	23/09/16	Huw	Eleri	Christine & Vicky

AOB

- J Rose requested that the meeting approve the replacement of the remaining original fire detectors due to the failure rate at a cost of around £450. The proposal was approved subject to obtaining a quotation for the work – J Rose to progress.
- J Rose reported that the only way to silence the fire alarm recent failure of the detector in the foyer was to isolate the zone (zone - 1 main hall, small meeting room, foyer). It was fortunate that there was no booking until after our contractor visited to restore the zone by removing the failed unit in the foyer. A second detector at the top of the foyer stairs also covers the foyer space which remains active so the zone is covered. However J Rose asked for a decision from the meeting regarding cancelling meetings should a zone need to be isolated in the future. In such a situation it was agreed that all public events and school use should be cancelled until the system is restored. Small meetings by affiliated organisations could continue if a hall committee member was present to monitor the situation.

Date of next meeting Thursday 8th September at 7.30pm

Minutes approved at meeting held 8th September 2016