

CODDINGTON COMMUNITY ASSOCIATION CIO
Charity Number 1192482

MINUTES OF THE TRUSTEES MEETING
HELD ON
Wednesday 11th September 24
Held at Coddington Community Centre

- 1. Attendees:** Malcolm Baker (Chairman), Sally Briggs-Price (Clerk), Debbie Brooks, Anita Smith, Jonathan Smith, Barry Wellard.

Apologies for absence: Mike Hall, Maggie George

- 2. Approval of minutes of the trustees' meetings from the 3rd July 2024.**
All trustees present unanimously agreed the meeting minutes.

- 3. Matters Arising**

- Hire rate increases. We have proposed a rate increase by £1 per hour for our regular users and to increase the casual hire rates by £2 per hour to £20, £30, £40 from 1st January 2025.

Based on an average calculation on last years figures, we would benefit from around £2500 of additional income.

The trustees expressed that that whilst we have kept our prices the same for the last 6 years, the increase in utility bills, staff wages and large one-off maintenance costs is putting us in deficit and felt that a £2 per hour increase would be more sustainable in the longer term.

Proposal of £2 per hour increase for all regular bookings and to Increase the casual hire rate to £20 per hour for the jubilee room, £30 for the main hall and £40 for the whole building has been agreed by all trustees present and will be send to the absent trustees for their approval.

Increase bond rates for bookings after 6pm – Proposal to increase the bond from £75 to £100 for bookings after 6pm. Agreed by all trustees present and will be send to the absent trustees for their approval.

- **4. Finance/Procurement**

- Current balances: Current account £1254.93, Savings account £13,969.83, Bonds account £605.29.

- 5. Governance**

- CCTV policy is due for renewal. Policy worked well last time it was required, All trustees agreed no changes required.

- 6. Maintenance Update**

- Buildings and Contents insurance renewal has come through at the same price as last year.

- Sewage Pump 2 has failed. New pump has been purchased at £160.
- Table tennis group have asked if the lower half of the walls in the main hall could be painted green. All trustees agreed that as the decorating has only just taken place its not financially viable for us to have it repainted at this time, however, are open to suggestions to help make it work for them.

7. Car Park

- Painting of the white poles and windowsill outside the door has been completed.
- Car park cleaning and white lining will be scheduled once our finances are in a better position.
- Concerns raised about the sewerage pump electrical box located in the car park as it is not weatherproof, not sealed and any new pumps have to be manually re-wired in. Electrics are of poor quality and very outdated which is an electrical safety hazard. Quotes to have the box repaired / replaced including install of plugs and sockets to be requested and sent over to Coddington Parish Council for approval and payment.
- Car park barrier is operating well. Its opened for the bin lorry and regular users with lager cars. Regular users and party companies have been issued the code.

8. Booking Updates:

- **Casual users:**
38 enquires since the last meeting.
12 new confirmed bookings.
- **Regular users:**
New group Art Ventures have booked once a week during term time and ad hoc sessions in the holidays.

9. Any Other Business

- Carols around the tree proposed for the 11th December at 6pm, however since the meeting the date has been changed to Tuesday the 10th December at 6pm due to availability of the band.

Meeting closed at 8.00 pm.

Next Meeting – Next Meeting 6th November
(Future meetings – 8th January 2025, 5th March 2025)