

## ECWA Meeting Minutes 8.3.2018

**Present:** Peter Martin, Marion Martin, William Castledine, Trevor Brown, Mick Walsh, Tony Woodhouse, Sharon Blomfield, Brenda Gleadale (in part)

### **Apologies:**

**Minutes of Previous Meeting** All present had read and agreed.

### **Matters Arising**

Horse Racing Evening :Due to personal commitments Anthony Hall has requested that we postpone the evening until after Easter.

BG: to replace ECWA contact details on village green notice board-DONE

MM: to complete Co Op Champion Application Form for ECWA.- DONE

TW advised that he had found the ramp slippery, this was discussed and temporary solution agreed of using bleach to kill algae -DONE

TB: to purchase and install a cigarette bin outside-DONE

MW, TB and PM that they would be attending Liaison Meeting, along with TW who will be on site in his role for EBE-DONE

PM advised that in terms of future prizes he was investigating the opportunity of a Thai massage-DONE HOWEVER THIS WILL NOT BE A POSSIBLE FUTURE PRIZE OPTION

Music Quiz, TW will explore with Geoff how funding is to be allocated-DONE

TW: to investigate sign writers-DONE

PM: to draft playground sign wording and share with ECWA colleagues-DONE

WC: to be asked to check how a Facebook member can authorise another person to join without them being an Administrator-DONE **TW will change admin group settings, WC will remove NW name from admin Facebook post.**

### **Finance**

MM gave Committee a summary of transactions from: 24.1.18 – 4.3.18

Income – Gardening Club £42 (covering hall hire for February and March 2018)

Raffle ticket sales at Music Quiz £61.00

Expenditure- Utility Warehouse £83.81 (Jan and Feb bills)

Accounts as at 4.3.18: savings £4580.07      current acc. Balance £ 829.28      p/c £4.95

Post Office invoices PO/073 and PO/074 for hall hire for Dec 2017 and Jan 2018 are unpaid as at 4.3.18. These total £120. Invoice PO/075 to cover February hall hire has been raised. The overall total therefore due from the Post Office is £180.00.

### **MW agreed to deliver invoice to the Post Office**

MM advised that the NLC Rate Relief Application had been completed and returned on 7.2.18.

MM advised that NLC Service Level Agreement for bin emptying at the playground had been signed and returned on 14.2.18.

Discussion held on ECWA Co op Community Champion application. PM, MM and BG confirmed that they would be attending the Co op Meeting on 21<sup>st</sup> March at Misterton Methodist Hall when Community Champions will be voted on. To promote this the following actions were agreed:

**WC to create entry on Facebook and website**

**MM to email Rev Justine to request church support and Eastoft Parish Council**

**MM to contact the school and request if they will allow a book bag leaflet for the children  
If school agree then WC agreed to create the flier, TW to copy and cut them up, MW to deliver to the school.**

Discussion on bank accounts. All agreed to close Playground Account as there has been a zero balance in it since at least September 2016 and it has served its purpose of administering a grant for the redevelopment of the village playground. **MM to action closure of Playground Account.** Discussion held on changing HSBC bank signatories for both current and savings account so as to remove Susan Kent, and Tracy Hall and add new signatories. Full details to be recorded in minutes addendum.

### **Premises**

Discussion on long term solution for the ramp and it was agreed that this would be by attaching a rough surface e.g. roofing felt.

**WC agreed to bring roofing felt to the next ECWA meeting.**

MW confirmed that the Playgroup had borrowed some of the toy resources and were very appreciative of them. The remainder have now gone back up into the attic. MW also advised that there are 2 dehumidifiers in the attic which is not needed could be sold to raise hall funds and there is also a stacking shelving unit up there as well as well as 2 heaters.

MW explained that the fascia at the right hand corner of the rear of the building is damaged and that appears to be how the birds were coming in. MW reported that he has now blocked up the hall exit from the attic.

**MW and PM agreed to have a look at repairing fascia board.**

In terms of hall cupboards, MW suggested that if they are not in use by a current hall user group that they are emptied, which would then allow one cupboard to be used for hall supplies such as cleaning resources. TB and MW also confirmed that a number of the electrical/electronic equipment in the cupboard such as : microphone, karaoke, tv remote control, digital camera, spotlights are all working. All agreed that a sound system needs to be purchased for the hall (check needed whether there are existing suitable speakers) which will probably cost about £200

**PM agreed to ask Helen Vause if she would be interested in offering another sewing group or would she like to collect her resources.**

### **Events**

Discussion held on Eastoft village Liaison Meeting and its purpose. No apparent outcome from it as yet.

**Church hiring hall on 11<sup>th</sup> March: TB to open up and MW to close up, TW to be a back up.**

Several colleagues indicated that there had been interest in a General Knowledge Quiz Evening.

**MM to locate some suitable resources and to pass Geoff Moore if willing to create a quiz and act as quiz Master for an evening. Date to be agreed via Messenger and then promoted.**

**MM to ask Parish Council about an ECWA Representative.**

### **Playground**

MW reported that he had done some visual checks and that there does not appear to be any damage to the playground equipment. TW queried whether there was merit in considering replacing the grassed basketball area with astroturf. PM and MM explained that that option had been investigated a few years ago but that the cost had been prohibitive. A discussion then followed on accessing SSE grants.

**PM agreed to put up playground signs and TW offered tie wraps to secure them.**

**A.O.B:**

During the meeting mail was opened and checked, this included correspondence for the school.

**MW agreed to pass letter to the school with our apologies and to organise return of their display board.**

TW indicated that he was planning to apply in his own right as an Eastoft resident for the £250 micro grant so that there can be an effective hall sound system for use by all user groups.

BG indicated that the Gardening Club intended to increase their monthly hall payment from £21 to £23 with effect from 1.4.18.

Agreed that at next meeting there would be a discussion about creating an internet cafe.

Next Meeting: **WEDNESDAY 2ND MAY 2018 at 7.30PM**

Minutes taken by: Marion Martin  
Secretary

Minutes signed off by: Peter Martin  
Chairperson

Addendum to ECWA Meeting Minutes 8.3.18:

Following changes to bank account signatories were proposed:

Existing signatory: Susan Kent (previous chairperson) to be removed as bank signatory

Existing signatory: Tracy Hall (previous Treasurer) to be removed as bank signatory

Existing signatory Marion Martin (Previously Secretary, currently Secretary and Treasurer) to remain as a bank signatory

New signatory: Peter Martin (current Chairperson) to be added as a bank signatory

New signatory: Mick Walsh (current Trustee) to be added as a bank signatory

New signatory: Trevor Brown (current Trustee ) to be added as a bank signatory.

At any time 2 of the above proposed signatories would be required to sign cheques or any financial changes to the ECWA accounts.

Of the 4 signatories proposed above: Peter Martin and Marion Martin cannot act together as 2 signatories. Peter Martin or Marion Martin must always be countersigned by either Mick Walsh or Trevor Brown.

Proposed signatories Mick Walsh and Trevor Brown can sign together on cheques or on any financial changes to the ECWA accounts.

Above proposal was voted on and agreed by all E.C.W.A Committee members: Peter Martin, Marion Martin, Mick Walsh, Trevor Brown, Tony Woodhouse, Brenda Gleadle, William Castledine, Sharon Blomfield.