

**MINUTES OF THE SPCA COMMITTEE HELD ON 27 September 2017 AT 20.00
HRS AT THE COMMUNITY CENTRE**

PRESENT: Steve Levin (SL) Chairman, Louise Grainger (LG), Sarah Morgan (SM), Audrey Gordon (AG).

APOLOGIES FOR ABSENCE: Saad Satar, Howard Perkins

DECLARATIONS OF INTEREST: None made.

PUBLIC PARTICIPATION: Resident Carl Lesh introduced himself, expressed an interest in the SPCA and was welcomed to the meeting.

MATTERS ARISING: There were no matters arising that were not already covered in the agenda.

CHAIRMAN'S REPORT:

- Although Borough Councillor Joyce Bowyer has prompted the borough regarding the lease for the centre building, there has been no progress on completing the lease.
- An issue with identifying SPCA membership has arisen during the process of opening the CIO bank account. It was agreed that for the time being the CIO SPCA membership consists of the trustees.
- The need for bookkeeping assistance was discussed. It was agreed that we would go ahead with the Chairman's recommendation to hire Lesley Thomas as a bookkeeper at her normal rate to (a) complete the 2016-2017 books and (b) to continue with the bookkeeping chore until such time as a volunteer can be found.

CENTRE MANAGER'S REPORT:

- The Centre Manager's Report was received and noted.
- It was agreed that the Chairman would make sure the report due the Parish Council re the Youth Club is filed as per the agreement.
- The issue regarding back up support for the Youth Club was discussed and will be raised with the Centre Manager.

TREASURER'S REPORT:

- There was no Treasurer's report.
- It was noted that a way forward for transitioning to the CIO books is needed.

THE SHOP:

- The three open documents were described, with the issue holding all three up being the serving of hot food and what steps might be taken should other residents of the building complain. We had been waiting on

Croudace for wording that they will accept. There most recent wording allowed a single complaint to shut down the serving of the relevant hot food. The trustees agreed that any complaints should come from the residents association and that it must be 'reasonable'. The Chairman is to contact Croudace with this suggestion.

- Kerminder has been granted access to the commercial space to enable the fitting of the shop to proceed.
- There has been no word from Watermeadow or HML Andertons
- The trustees agreed to purchase the sign restricting parking to customers of the shop.
- The trustees agreed that the Chairman should discuss bollards with Cllr Bowyer.
- AG agreed to look into our insurance to see if the shop coming on line will influence our insurance needs.

CENTRE EXPANSION:

- The trustees agreed to proceed with the offer from Brian Mursell of Mursell & Company.
- The Chairman is to contact Mursell and Company and get them started.

ANY OTHER BUSINESS:

- After a discussion of our web site, Carl Lesh offered to help by putting together a 'proposal' regarding how the SPCA might better use social networking.

The next meeting was arranged for Wednesday 25 October at 20.00 at the Community Centre.

Signature of Chairman



Date

25 Oct 2017