Minutes of SPCA Meeting held at 7.30PM on Tuesday 25th September 2026 in Sherfield Park Community Centre

1. **Welcome / Apologies:** The meeting was called to order by Audrey Gordon at 7.30PM.

   Trustees in Attendance: Mick Cooper, Audrey Gordon, Fiona Jewson, Sarah Morgan, Lesley Phoenix, Matt Reeves, Kevin Ritson

   Trustees Apologies: Linda Alley, Mark Gardner, Ian Pegrum, Claire Walker

   Centre Staff: Louise Grainger

   Members of the public in attendance: None

2. **Introductions:** None Required

3. **To receive declarations of interest:** None

4. **Review and accept minutes of last meeting (and matters arising):**
   The Minutes were proposed by FJ, seconded by MC, and accepted by all.

5. **Public Participation:**
   None

6. **Chairman's Report: (see attached)**
   Audrey recommended that we do not renew our DBAC subscription as a number of their events have been cancelled. BVA have advertised Mental Health First Aid training, and after the importance had been described it was agreed that we should pursue this. The Events Committee has been re-established, and it was highlighted that Sherfest sponsors need to be investigated as soon as possible, as well as identifying some additional adult attractions.

7. **Finance Report:**
   Sarah explained that we are a matter of days from Financial Year End and provisional reports have been obtained from Xero. Indications are that we

have run close to budget. In terms of turnover, this is up by £35K compared with the previous year reflecting the cost (and grant income) for the kitchen refurbishment. Maintenance Costs have been particularly high this year (in addition to those of the kitchen). This has included the Main Hall Floor refurbishment and a significant amount of electrical work associated with the EICRA Budget has been drafted for 2026/27 and will be finalised over the next 10 days. It was agreed that the monthly transfer to the Maintenance Account should be raised to £1500.

8. **Manager's Report/Sherfest**

Regarding new hirers, U3A have again showed interest, and a large charity has requested a whole day in November. Use of the new badminton and pickle ball equipment has commenced, and plans are in place for better storage of the equipment adjacent to the Main Hall. The Youth Club continues to be a great asset to the area: the Sherfield Park PC grant has been approved and the request to Chineham PC will be considered this week. Several members are using YC as their service module for their Duke of Edinburgh award.

The procedure for responding to alarms was discussed and needs to be formalised. Quotes are being obtained for remedial work on the Fire Doors and the BDBC building inspection noted some lifting of the paving in the Centre car park

The Night at the West End Musicals was a success and something similar will be considered for next year (>£500 profit made). Upcoming events wer also briefly discussed e.g. Halloween Café and Quiz Night

9. **Project Review**

Audrey gave brief review od the Centre Energy project and will circulate MGs report of the recent meeting to the rest of the Trustees. We are waiting the final approval of funding for the new office printer (unfortunately the recommended model has gone out of stock through the best value supplier).

10. **AOB**

The issue with the Nisa car park repair is still being followed up.

11. **Agree Date of Next Meeting:**

Tuesday 27th October-2026, at 7.30 pm,

Approved and signed by

……. On:

Audrey Gordon
Chair, Sherfield Park Community Association