



Minutes of SPCA Trustees Meeting held at 8 PM on Wednesday 26TH May 2021 via zoom.

1. **Welcome / Apologies, Introductions:** The meeting was called to order by Carl Lesh, at 8 PM.
Trustees in Attendance: Carl Lesh, Audrey Gordon, Sarah Morgan, Claire Walker, and Sue Yearsley.
Members of the public in attendance: Ian Pegram
Centre Manager Louise Grainger
Centre Assistant Manager Sarah Bicknell
2. **Introductions:** None
3. **To receive declarations of interest:** None
4. **Review and accept minutes of our last meeting:** Reviewed and accepted.
5. **Public Participation:** None
6. **To receive matters arising from previous meetings not covered elsewhere on the agenda:**
Carl will speak to his contact regarding a re-write of the website.
The AGM is planned for 30th June, and will be advertised in the June newsletter.
7. **Managers monthly report:**
Please refer to Louise's centre report for May 2021.
In addition:
Cubs and Scouts are now meeting again.
Grounds Maintenance: Of the 2 quotes so far received the trustees voted for Azalea Garden Services.
Moveable Wall: The trustees voted for a 3-year service.
ABC: Louise will request a more detailed quote.
Kitchen Appliances: Louise will apply for a grant from the Parish Council towards the cost of replacing the broken cooker and dishwasher.
Louise asked Carl to liaise with Vince about the redecoration of the main hall.

8. **Finance Report:**

Please refer to Sarah M's spreadsheets for income, expenditure and forecasts. We are still in a good position with over £20K in the current account and £60K in reserves, however we do have some large maintenance bills to come. Willowdene have now begun paying £1,000 per month to clear their arrears, and as we will need to set up a separate maintenance account it was suggested that we set aside these payments for maintenance. It was noted that the cleaning bill will increase as we are more fully open again. Kam has received a large rebate from HML Anderton.

9. **Health & Safety:** Covered in Manager's report.

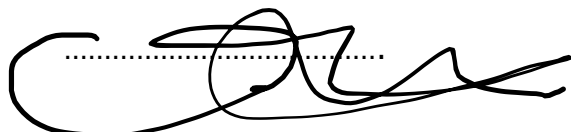
10. **Trading Arms Training Update:** Covered in Manager's report.

11. **Roadmap to re-opening:** We are waiting for the next announcement.

12. **AOB:** On the weekend of 24th/25th July Basingstoke Disability Forum will be using the centre.

13. **Next meetings:** The AGM is planned for 30th June.
The next regular meeting will be on 21st July.

Approved and signed by

A handwritten signature in black ink, appearing to be 'Carl Lesh', written over a horizontal dotted line.

On: 30th June 2021

Carl Lesh
Chairman
Sherfield Park Community Association