

Minutes of the meeting of Worrall Community Association held at the Blue Ball on Wednesday 21 May 2025

1. Attendance and apologies

Apologies- Stuart, Janet and Peter, Lewis

Present

Chris, John, Josette, Dave, Andrew, Brett(part of the meeting)

David welcomed Andrew to the meeting. John proposed that Andrew was invited to become a director, seconded by Chris. Andrew accepted the invitation and was welcomed to the team

Action- Stuart to complete the necessary paperwork when he returns from holiday.

2. Minutes of the last meeting and matters arising

Walk round the hall. Stuart, Dave, and Andrew did a walk round the hall to identify possible maintenance issues. The priorities are- repointing, repairs to the rendering, external redecorating of the building.

Some damp was identified, needs further investigation to find the damp course before other the work is carried out.

Action – Dave and Andrew to meet with a builder to discuss the damp course, then look at redecorating outside after that.

Safeguarding- John has joined WCA to NCVO, which means we can access their training. Chris and John to attend safeguarding course on 22.5.25. Course cost £134 for two. Do not have to pay to join NCVO because income below the threshold.

Action. All Directors to have DBS check by next meeting in July.

New tables and chairs for outside have been bought and installed. The play equipment has been ordered by Stuart. This has been paid for by a donation from Coumes Spring and there is a £450 excess from the donation. There was some discussion about the £200 that WCA had agreed to donate towards the play equipment.

Action. It was agreed to ring fence £450 for Baby and Toddler and for Dave to discuss the proposed £200 donation with them.

Stuart has had a discussion with the marquee owner and it has been agreed to hire it for another year.

Welcome to Worrall pack. Dave proposed that we contribute to this. WEG agreed that we will contribute to the next edition.

Action. Dave to send a copy of the pack to Lewis to see if he can produce something similar.

Business cards- agreed to not proceed with this at present.

List of portable electrical equipment- not done yet. This is not a legal requirement but is good practice.

Action- Stuart to contact the insurers to see what their advice is.

Chris to check whether Keep Fit have a risk assessment.

3. Directors' update

Josette

Bookings are slightly down from the same period last year, but there have not been any elections this year.

Josette said she needs to step back from what she does now because of Fred's health. This will be the last time she organizes the plant sale and dog show. There are other people who

are involved in organising the dog show, and the Environmental Group may become involved in running the plant sale. Josette will concentrate on the bookings.

There were some issues about the way the hall was left after a recent event.

Need- someone to responsible for the key cupboard, to look after the central heating, washing the cleaner's equipment, providing transport for Michelle when she has to work on Sundays. Josette will make a list of the jobs that need covering and circulate it.

Financial statement- provided by Stuart and circulated before the meeting. Current balance £4,1173.74 Cash balance £968.54 total £42,142,28

This includes the donation from Coumes Spring. We have paid £796.96 for play equipment and £383.74 for website renewal. Next big outgoing will be £890 for the tree surgeon.

Still need to fix up a savings account with Santander to separate the contingency fund .

4. Events

Plant sale- set up from 10.00am. Need 2 gazebos setting up, plus chairs and tables- siting will depend on the weather, Café- Chris, Janet, and Monica. Dog show is organised by June, Emma sponsoring prizes and judging. Ruth is doing a stall outside. Stuart has given the float. Sum up needs updating before the event. Need help with the clear up. Dave has talked to the Environmental Group about plant donations.

Gala and Festival- planning going ahead. Need to apply for permission to hold an event by June 14th

Action. Dave to complete Event Application form by June 14th.

Men's Group- first meeting on June 3rd. Should last an hour. Dave done a lot of research into similar groups. Will be a networking meeting with a speaker. Will need a budget for refreshments,

5. Website and social media.

Difficulty in getting access to Facebook account . Need the website to be more dynamic and information to got to Matt.

Action. Brett and Dave to look at improving access to Facebook.

6. Agreed to accept the Health and Safety policy.

In the process of producing reserves policy- document circulated by Dave and guidelines from the Charity Commission shared. The best estimate of the income needed to see the hall through a crisis needed, also need to know how much it would cost to close the Association down .

Action. Stuart and Dave to go through the document and to come up with proposed figures. It is important to be transparent about our financial position.

7. Fundraising workshops

Josette had circulated details of an organisation that runs workshops on fundraising. Chris said she is contact for SYFAB who provide information on potential sources of funding and run workshops. May have more success with fundraising if they were for specific projects and a joint bid with other groups.

8. Signage for the fence.

Need to discourage climbing on the fence, sign might make a difference. John suggested trellis which could then have plants growing up.

Action- John to price the cost of trellising.

9. AOB

Agreed to Jo and Steve getting and setting up a water butt.

Student fundraising.

In favor in principle, but need to be aware of precent that might be set. The proposal also needs more detail about adult supervision, nature of the event.

Action. Dave to get in touch with the parents to get more information about the proposal.

Next meeting.

Wednesday 16th July at 7.00 pm.