

Minutes of Broomhall Centre Board meeting

Tuesday 3rd November 2020

Meeting took place using Zoom because of the COVID-19 lockdown

Present: Jillian (chair) Maggie, Pete (minutes), Margaret, Ian, Andrew

Apologies: Mavis, Duncan

This was a short meeting to deal with urgent business only prior to the AGM. Minutes of October meeting will be dealt with at the December meeting.

Annual Accounts

Ian noted a second typo: In Accounts Note 5 Employee number recorded as “xxx” should have been “3”.

Noted that the AGM must appoint “examiners” but just received the accounts.

Use of centre during the November lockdown

Support groups for “vulnerable people” are allowed. Education is also allowed, but the guidance is unclear about anything other than school or university.

- **Women’s Health Group** (sewing group) can continue as it is primarily support, but we have suspended the Chairobics element.
- **Homework club** continues remotely to avoid children from different schools mixing with each other and Uni students
- **Learn for Life** will provide computer skills education for recently arrived refugees (which is allowed) with Rafik as tutor for 15 socially distanced learners. We can use our grant to pay for room hire.
- **Drug Addicts Support Group** has booked the centre Thursday evenings
- **Flu immunisation** sessions for children are booking in for Fridays

We are continuing to get enquires from groups that provide support services but need a larger space to operate.

Rafik has put link to guidance on website and groups sign our covid-safety agreement and provide a risk assessment.

Employment

Given the amount of continuing activity and the number of enquiries coming in we have agreed not to furlough Rafik or Patrick this month. Situation to be reviewed again at the December meeting.

Finance

Grants received:

- **Magic Little Grant:** £500 plus free membership of Local Giving for a year. This means we are able to receive donations via the site including some matched funding and management of Gift Aid.
- **Community Fund**, Making it Through Together (MITT) £6,940 for Women’s Health, Chairobics and Computer training.

Margaret present a cash flow forecast which looks better than previously. We will be ok until at least March.

Next meeting

We will continue to meet at **5.30pm on Tuesday** evenings. The next meeting will be via Zoom again. An invite to join will be sent.

- **Board Tuesday 1st December at 5:30**

Action

Rafik

All