

Minutes of Broomhall Centre Board meeting

Tuesday 5th October 2021

Meeting live at the centre

Present: Jillian (chair), Pete (minutes), Margaret, Ian, Imran, Mavis, Andrew, Duncan

Apologies: Maggie

Minutes of previous meeting 14th September 2021

Agreed. Matters arising dealt with on the main agenda.

Ventilation

Noted that the main pipework is installed. Work on it should be completed in a few weeks.

Websites

Pete reported back. Pete has written to Jack requesting a revised detailed estimate. In response Jack has asked some questions, but a reply not yet received.

Meanwhile agreed to pay Community Sites for the year on the basis that we will get a refund if we stop using them for Our Broomhall before the end of their current year (July 22).

AGM

The following was agreed:

- That we should go ahead with a live event.
- Pete and Jillian to meet and agree email invitations. We will have two versions. For regular users we will invite them to talk about their group for a minute or two. Others will just get an invitation to attend.
- Jillian will organise some light refreshments
- Jillian will do PowerPoint of her report
- Margaret will do a PowerPoint of her finance report
- Pete will bring computer for presentations
- All board members resign and can stand again
- Auditors must be formally agreed at the AGM

Bookings and Activities

- **Homework/Coding club:** Club has now restarted with high number of children mainly younger than before lockdown. Springfield have been very helpful this time. The Science sessions went well but Duncan and Emily will try to get someone more experienced to run some more.
Emily is not able to run the coding activities anymore. Duncan to discuss with Emily and consider advertising for a Coding tutor for a limited number of sessions to see how well they go. Duncan will talk with Margaret and Pete about the budget if needed. Imran will share contacts at Nether Green who run coding club.
- **Alcohol Licence:** Pete has spoken to the Authority. They have agreed the change and will be writing to us within a fortnight.
- **Women's Health:** Sessions on Tuesday and Friday going well. They include Zumba sessions as well as cooking, sewing, dancing and conversation. Rosie has now been employed to coordinate the group for the next three months.
- **Parties/Cleaning:** New cleaning arrangements are in place. Parties must use our cleaner at a charge of £75. Agreed that we only have parties on Friday and

Action

Pete

Margaret

Pete,
Jillian

Jillian
Jillian
Margaret
Pete

Duncan

Saturday. We still have concern that some groups continue to leave a large mess. We also feel we should not lose sight of the fact we are a community centre, not a party venue. The following points were agreed:

- New arrangements to be kept under close review.
- Priority will remain regular groups and parties for people who already have links with the centre.
- Margaret has been asked by the Finance and Funding Group to estimate likely additional income and spending (wear and tear) from having two parties a week so we can decide if we could afford any additional support.
- The Roma community are making many requests so we will engage with them to consider how else we can work with this community at the centre.

Rafik,
Jillian

Margaret

Jillian,
Rafik

Finance

- **Finance & Funding Group (FFG) Minutes:** Noted
- **Budget Projection:** Noted. No issues but see note above on parties.
- **HERB Bank Account:** Transfer has been agreed. Cheque just needs to be banked.

Funding bids

- **Mayor's Fund:** Not heard anything yet.
- **Reaching Communities (Lottery fund):** Pete is continuing to talk with others about this potential bid. Pete still as to meet with Somali worker (Adam) and Shipshape (Tanya). We still have reservations about whether we are able to manage this kind of post so we will need more discussion once a first draft bid is written by Pete.

Pete

AOB

Police: Mavis raised that there has been no Broomhall and Police meetings for a good many years. Agreed that a meeting with Police reporting back to the neighbourhood should be wider than just the centre. Jillian will suggest that they report to the Group of Groups. They may suggest an open neighbourhood meeting.

Jillian,
Mavis

Next meetings

The next meeting will be live at the centre.

- **Tuesday 2nd November at 5:30** (just half hour of urgent business)
- **Tuesday 7th December at 5:30**

All
All

AGM

- **Tuesday 2nd November 6:00**

All

Christmas Party

- **Tuesday 14th December at the centre**

All