

LEISURE DIRECT

Minutes of Executive Committee Meeting Held on Friday 27th January 2017

Present

Gil H (Chairman)
Sam P (Vice Chair)
Julie W (Treasurer)
Claire S (Leisure Organiser)
Chris P (Committee Member)
Joshua W (Committee Member)
Sandra M (Committee Member)
Frances F (Committee Member)
Claire J (Committee Member)
Pat W (Committee Member)
Roz H (Committee Member)
Margaret F (Secretary)

1. Minutes of the Last Meeting

These were agreed and signed by the Chairman.

2. Matters Arising

Reserves policy: Gil and Julie are happy with the Reserves policy as it stands.

3. Chairman's Report

Gil gave out copies of his report.

4. Building Effectiveness

Following the Extraordinary Committee Meeting held on 23rd December, where it was agreed that we would identify and attempt to rectify areas that could be improved, Gil suggested that we should begin by updating our Constitution. This was agreed and Claire will e-mail or provide hard copies to committee members for their comments and suggestions. There will also be a shortened, easy-to-read version giving the main points.

Action All

5. Fundraising Sub-Committee

Chris reported that:

The sale table at the Jackman's social evening on 6th December raised £144.

The raffle at the Christmas Party on 13th December raised £86.

The sale table at Westmill on 24th January raised £91.

A fundraising sub-committee meeting was held on 19th January.

Future events:

There will be a Barn Dance on 10th June. Chris negotiated a good price for the Jackman's community centre. The caller and band are booked and there will be a ploughman's supper.

Chris is trying to contact the charity organiser at Morrison's to arrange a bag packing day, hopefully in October.

Action Chris P

The Lion's Fun Day is on 22nd July, the day after the Potters holiday. Claire will send an e-mail to volunteers asking for their views as to whether we should go ahead with a stall, while bearing in mind there are other activities planned for weekends during July where volunteer support will be required.

Action Claire S

The Rotary Club charity walk will be on 21st May.

It was agreed that we should do our own sponsored charity swim which was enjoyable and successful last year. If the ASSSD swim returns to Knebworth this year we will consider participating in this, giving members the choice of which event they would like to take part in.

The committee agreed that coffee and cake mornings have not been well supported recently so it was decided not to go ahead with this suggestion.

Ongoing: copper jar, easyfundraising, easysearch and just text giving.

6. Grant Application Sub-Committee (GAS)

Gil gave out copies of his report. Julie suggested that we could negotiate a year's contract with a coach company which then may offer a better deal. The committee felt this was a good idea but with the uncertainty of the new management of Chambers, it was agreed to "wait and see".

Gil said there were some large new websites offering grants, most of which are not relevant to Leisure Direct but he and Karen are looking at them in order to identify new grant opportunities.

7. Treasurer's Report

Julie gave out copies of the accounts to 30th November and 31st December. She reported that Account 2 is now open. This will be used for PayPal funds when we hopefully will be selling items on eBay.

Julie also reported that the interest rate on the Scottish Widows account will be going down to 0.1%.

8. Leisure Organiser's Report

Claire gave out copies of her report from 29th November to 27th January during which time there were 25 Leisure Direct activities!

9. Safeguarding

Sam reported that Herts County Council have issued a new safeguarding policy for adults at risk. Claire will find out more from our commissioning manager.

Action Claire S

10. Correspondence

A letter and £50 donation from Mrs Audrey H (mother of Kevin a former volunteer). A thank you letter has been sent.

A £100 donation from Mr and Mrs C. Margaret will write a thank you letter.

Action Margaret F

A thank you letter from Baily Thomas, who donated £5000 last year. We had kept them informed of how their donation had been used.

Potters brochure and newspaper.

Sandra had found details of a pop concert to be held in August. Claire said that she had already booked Chilfest for this year.

11. Any Other Business

Sam said that the new Broadway Cinema and Theatre will be opening soon which will give extra choice of venues for live shows.

Sam also said that, when the post comes up for re-election, he will not be standing for Vice-Chair due to many other commitments.

Claire S asked Josh if any members at Briar Patch had asked him to raise any issues they may have for the committee. Josh said he was not aware of any.

Claire S said she hoped to have an information stall for the opening weekend of the Letchworth Festival in order to raise awareness of Leisure Direct. We hope to offer kurling at the Free Church involving our members and also members of the public another weekend.

Claire was talking to someone who was involved in a Charitable Incorporated Organisation which is different from a Registered Charity in that the trustees are not personally financially liable.

Sandra said that she had heard that the York Castle Museum is an interesting place to visit and could be a possibility for a future trip.

Sandra also said that rooms would be available to hire at the new Jackie's Drop-in. Claire said that she will look into this, though it may not be suitable as the room we would need is situated on the upper floor with no lift access as yet.

Action Claire S

12. **Staffing**

Julie and Claire will carry out Sharon's appraisal in the near future.

Action Claire S/Julie W

Gil said he is trying to arrange a meeting of the sub-committee to review finances, pay scales etc.

Action Gil H