

# Creekmoor Community Association



## General Committee

27<sup>th</sup> September 2004

### Present:

Andy Pedrick  
John Godber  
Phil Blake

*Chairman*  
*Secretary*  
*Christ Church*

Sandy Openshaw  
Karen Rampton

*Treasurer*

### Apologies:

John Rampton  
Siobhan Coleman  
Sue Greenway

*Poole Borough*

Jenny Waldron  
Ted Greenway  
Andy Rice

*Environment*

*Vice Chair*

### 1. Apologies

See above.

### 2. Last meeting minutes

Approved.

Sandy raised the point that all CCA printed material other than strictly internal should show the registered charity number.

Andy mentioned in the context of the Co-op litter problem that recycling points are now being reduced, following on from the introduction of the blue-bin scheme. This should help considerably with tidiness around the Co-op.

### 3. Actions Review

See table at end.

### 4. Finance

Looking quite good with an increasing level of income from various karate groups using the hall.

### 5. Achievement direction and planning

- BMX facilities – Andy P reported that he had attended a difficult meeting on this topic with a number of actions emerging. John R is pursuing with BoP.
- CC Cleaner – a replacement for the previous cleaner is now in prospect. This will be set up as a business to business contract, not as an employment. Andy P to report back at the next meeting.
- Minor accident in the CC hall – a user of the hall for table tennis reported that someone had lost their footing on a slippery patch in the hall; Andy P is addressing
- Grass cutting – Danny Butt has volunteered to do this as a one-off. This raised the question of whether we can legitimately make payment of an honorarium to cover volunteer expenses.

### 6. Social Club

No representative

### 7. Any other business

- John G issued out a draft of a revised welcome letter. Electronic draft to go to Andy P and wording to be agreed.
- Karen reported that BoP is looking for a number of volunteers locally to help drive people with limited mobility to events and appointments. The scheme is in place with BoP but is proving expensive since volunteers are currently having to drive overlong distances to get to the person needing the transport, despite the needed journey actually being quite short.
- Next meeting pencilled in for 7:30 on 8<sup>th</sup> November. Venue to be arranged.

# Creekmoor Community Association



Action number	Action	Owner	Update
190704-01	Resubmit revised constitution to Charity Commission	John G	<b>27.09.04</b> - John G has been unable to get in touch with the Charity Commission by email to agree the revised constitution. Will continue to pursue
190704-02	Ensure Social Club arrange appropriate insurance cover and rebalance CCA cover and cost	Andy P Sandy	<b>27.09.04</b> - The sub-committee dealing with the Social Club will undertake to ensure that appropriate insurance cover is in place for the Club.
190704-03	Prepare material and structure for quiz night	Andy P John G Sheila	<b>27.09.04</b> – First meeting held and responsibilities divided up. Further meeting of the Quiz organising group to be set up shortly by Andy P. John R to check that on Quiz Night there will be no reason not to allow drinks bought in the Social Club to be consumed in the Hall. Entry will be £1-50 per person. Again, Andy P will pass out copies of a notice to all and any opportunity to display should be taken. John G to update website with details.
190704-04	Newsletters should be delivered by the end of the week (25.07.04)	All	Complete
190704-05	Obtain details of the plans for traffic calming and pass to Andy P. John G to include details on the website.	John R	<b>27.09.04</b> – The refuge on Northmead Drive is now complete and other traffic calming measures are under way. Update needed from John R on plans and timeline.
190704-06	Review strategy for notice boards and publicity generally. Continue to lobby BoP for funding	Andy P	<b>27.09.04</b> – No movement
190704-07	Establish back-up for David Butt as FUCP link. Confirm membership renewed. Do FUCP want to establish a web link with CCA?	Andy P John R	<b>27.09.04</b> – No movement
190704-07	Incorporate Area Committee dates on website and details of local medical practice.	John G	<b>27.09.04</b> – Dates of Area Committee have not been published – one took place on 1 <sup>st</sup> September and next is planned for 20 <sup>th</sup> October. No dates beyond this.

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Registered Charity 290311

Action number	Action	Owner	Update
190704-08	Establish key entry costings for Social Club	Andy P Sandy	<b>27.09.04</b> – Costs now established – we will propose acceptance of the deal to the Social Club and work out the details of who pays for what.
190704-09	Complete Trustee Update form for Charity Commission	John G	<b>27.09.04</b> – Now confirmed that John R is 'in the clear' having clarified his legal position with BoP. Couple of entries to complete and John G to get the form back to Sandy for sending off with the accounts.
190704-10	Incorporate 'ringmaster' information on website.	John G	<b>27.09.04</b> – Need more detail from Andy P.
190704-11	Investigate the potential for markings on the T-junction inside Meadowsweet	John R	<b>27.09.04</b> – No report
190704-12	Investigate what is the practice on road sign cleansing	John R	<b>27.09.04</b> – No report
270904-01	Ensure CCA material incorporates charity number	John G	
270904-02	Take the cleaning contract to fulfilment and report back	Andy P	
270904-03	Investigate and resolve the possible issue of slippery patches in the sports hall	Andy P	
270904-04	Investigate whether we can legitimately cover expenses of volunteers undertaking work on behalf of the charity.	John G	
270904-05	Pass electronic copy of new welcome letter to Andy P. Agree final content	John G Andy P	