

## BUCKLAND COMMUNITY CENTRE INC

**MINUTES** of the Committee Meeting held on Monday, 3<sup>rd</sup> April 2023 at 7.08pm

**PRESENT:** Tony Balderston, Stuart Howard, Neville Jamieson, Eric Muir, Fran Farrant, Bob Jones, Ian Farrant, Angela Morey.

**OTHERS PRESENT:** Jane Cain (Auckland Council)

**APOLOGIES:** Richard Seegar.

**MINUTES OF THE PREVIOUS MEETING:** The minutes for the meetings held on 20<sup>th</sup> February 2023 (tabled last meeting but not yet approved) and 6<sup>th</sup> March 2023 having been distributed were taken as read. There were no matters arising.

Moved: Angela Morey

Seconded: Neville Jamieson

Jane Cain was thanked for her ongoing support which was much appreciated by us all.

**FINANCIAL REPORT:** The accounts, having been distributed, were taken as read with the Treasurer reporting bills to pay – Air Conditioning servicing \$661.50 and Fire Inspection \$138 (to be queried) and raising the need for an auditor for the yearly accounts. After discussion it was agreed that the accounts be reviewed by an external Accountant, to be identified. Neville and Ian to organise.

Filing of Annual Financial Statements with the Incorporated Societies Register to be actioned by Ian, due by 31<sup>st</sup> May 2023.

It was noted that the budget for re-opening costs of \$4,000 could be light.

Moved: Neville Jamieson

Seconded: Eric Muir

**CONFLICTS OF INTEREST:** – Nil.

**REPAIRS AND MAINTENANCE PROGRESS:** A general discussion took place, with Eric having located:

- 2 toilet pans for the ladies' toilets through Hospice - \$100 donation to be sent – all agreed.
- A mirror for free
- Vanity from trade me \$499.00. Eric to purchase and Ian to collect.

The paint has been bought through Eric's Farmland card for reimbursement.

Richard, Wallace, Eric, Ian, Bob, Neville and Angela all have been active in the hall.

**ANZAC DAY SERVICE:** Neville advised the Order of Service, with the following being noted:

The guest speaker to be followed up and confirmed by Ian.

Wreath to be purchased from Designer Flowers for circa \$100.

Flags have been located and tested.

Harold Dixon may be able to play the bugle.

Jan Wallace to say a Prayer and conclude service.

Wayne Paxton (Police) will provide the sound system / police road management.

Brooks family have pop up shelter in case of rain.

Sue (Neville's wife) will be in charge of refreshments – Fran has secured several plates for the occasion. Angela to donate biscuits as she is away.

Neville has sent form to council to advertise on council site. Angela has asked for a notice to be put in the Anglican Church weekly notices.

**RE-OPENING:**

Terms and conditions – Bob spoke to this. The length of the Terms and Conditions and the possibility of a reduced version was canvassed. After discussion it was agreed to leave the T&C's as is now and revisit later. It was agreed that diligence was required around the issue of alcohol.

Hire rates and Website - Fran talked us through the website and booking system (this has cost \$113.00 to set up) and the wish to keep it simple.

Proposed rates:

\$25 per hour – bond \$250

Use of facilities extra.

Morning time is 8am to midday.

Afternoon time 1pm to 5pm

Evening time 6pm to 10pm these sessions will all cost \$125 – Bond \$300

Full Day 8am to 12.00pm \$300 – bond \$500

*Extract from Bucklandhall.nz Bookings website – 30<sup>th</sup> April 2023:*

**Rates**

**Hall Hire** – \$25 per hour with a minimum of 2 hours \$50.

**Kitchen** – The use of hot and cold water is included in the hourly rate. The use of the full kitchen including ovens, refrigerator etc., is \$40 per booking.

**Tables & Chairs** – Up to 148 chairs are available at a cost of \$1 each per booking. Up to 29 tables 1.8m long are available at a cost of \$5 each per booking.

**Heatpumps/AC** – These are operated via coin meters. There are two meters one for the front and one for the back of the hall. The meters take \$1 coins for 30 minutes duration.

**Bond** – From \$250 to \$800 dependent upon the duration of the booking and whether or not alcohol is being served.

Moved: Fran Farrant

Seconded: Tony Brooks

Community events can be posted on website and stories of the hall (its origin and history, family events – anything that may have happened). Would like to see some graphics around the hall in time. Eric's sister is writing a story about the history of the area – he will follow up.

Possible requests of Hiring

Table Tennis Club three times a week

Zumba dancing 2 mornings a week

Dance studio wanting a concert from 3 to 9pm and possibly classes will come out of this.

Franklin Country Music

Auckland Football Society – Saturday fund raising event.

Child's birthday in August

Gym end of year function

Santa's Grotto – end of year (BCCI)

Scottish Dancing

Bowling club -Ian to contact also talk about the board advertising their club.

It was suggested we look at the previous list of hirers.

**COMMUNITY CONSULTATION:** There was general dialogue regarding the online consulting survey Fran wishes to send out. This was proposed as an improved consultation method. After discussion it was agreed.

Moved: Fran Farrant

Seconded: Tony Balderston

**WORKING BEE:** On for 15/16 – Angela has listed jobs to do.

**GENERAL BUSINESS:**

Resignation - It was acknowledged that Niki Brooks had resigned. The Chairperson has communicated.

Planned Meeting with councillors – Ian advised that a meeting was being arranged with councillors, refer email extract below. Proposed date 11<sup>th</sup> April 2023 TBC. Bob, Neville and Wallace indicated that they would like to attend.

*Extract from email to Alan Cole dated 30<sup>th</sup> March 2023:*

It would be good if we could arrange a meeting at some stage with yourself, Logan and Jane to discuss plans for the Hall and revitalisation, along with our ongoing relationship with Council. We appreciate the pressures on Auckland City at present. In this regard we are focussed on the relationship in terms of consulting / consenting and how best to work together, acknowledging the community management of the Hall and the volunteer nature of our resourcing.

The meeting was reminded that Angela is away now until the August meeting.

Meeting closed 8.59pm