

BUCKLAND COMMUNITY CENTRE INCORPORATED

MINUTES of the Committee Meeting held on Monday 3rd July 2023 at 7pm.

PRESENT: Neville Jamieson, Gena Timmons, Stuart Howard, Tony Balderston, Richard Seeger, Eric Muir, Ian Farrant, Fran Farrant, Jen Buchanan.

APOLOGIES: Angela Morey, Bob Jones, Wallace Bremner.

MINUTES OF THE PREVIOUS MEETING: The minutes for the meeting held on 8th June 2023, having been distributed, were taken as read.

Minutes unanimously approved.

Moved: Ian Farrant Seconded: Neville Jamieson

MATTERS ARISING FROM MINUTES

Neville gave an update on his communications with Kiwi Rail and is in the process of arranging a meeting with the relevant person to talk about the parking area owned by them and used by the public and Hall hirers during larger events.

In Robert and Wallace's absence – The Chairperson reported that they had a conversation with Tony re the lawns and he was happy to continue.

Ian reported that the meeting with The Buckland Primary School Board, who invited the committee to clarify the process taken to reach the decision to re-open the Hall, was constructive and provided the Board with the robust process followed to inform the Hall committee. Gena was unable to attend and Stuart, as a past pupil, kindly agreed to attend in her place.

FINANCIAL REPORT: The Accounts, having been distributed, were taken as read.

The Reynolds family had very kindly donated \$500.00 to the BCCI which the Chairperson had acknowledged appreciation on behalf of the committee.

A payment to Wharfe's Electrical was approved for an urgent call out to repair lights before the Event held last weekend.

Jasmine Marsh– has been employed as a casual cleaner. This includes approx. 1-2 hours on a Thursday.

Following on from dialogues regarding the potential upgrading of lighting for Table Tennis, after discussion with Wharfe's, for LED lighting the cost would be in the vicinity of \$3500.00. It was confirmed that this would need to be funded.

Motion: That the Financial Accounts for June, as presented, be approved. Passed unanimously.

Moved: Tony Balderston Seconded: Eric Muir

CONFLICTS OF INTEREST: Nil

MAJOR EVENT 29 June – 1st July 2023

The 8Count Dance event was a great success. Had a fantastic turnout and the stage worked well once the extension was put in place. They were very keen to hold another one in November.

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The committee really appreciate the amount of work Ian, d Fran and Richard have done in getting the Hall ready for this event and want their thanks recorded.

There was a complaint from a neighbor who stated the parking in front of the Hall made it risky for him to get out of his driveway. The Chair has responded to this advising that the committee was very conscious of parking and traffic management around the Hall when there is an event, confirming that hirers of the Hall were made aware of their obligations regarding Health and Safety Plans and our Terms and Conditions which must be agreed to prior to hiring the Hall. This event was no exception. The vehicle in question was parked legally. It was confirmed that during the day activity had been monitored particularly the entrance and parking locations.

Parking:

Improving all weather parking within the Hall grounds were reviewed with the constraining factor of wet weather conditions on the ability to utilize the area being acknowledged. Options were canvassed with costs being a factor to consider. It was observed that this was of particular importance during larger events.

Richard to investigate the blocked pipe outside the which was making it even boggier.

The hedge along the property across the road was needing trimming and Stuart was going to investigate Lance Sutton if he could go along it with his tractor and mulcher which would make improve parking safety.

ADMINISTRATIVE HOUSEKEEPING:

Building WOF issued and H & S Policy progress received from Deirdre Rolston, including revised Policy Statement (work in progress).

MAINTENANCE / WORKS PROGRAM:

Stage renovations and Building WOF compliance complete. July priorities to commence work on internal windows, signage to front façade design (Fran and Stuart) and mold treatments to outdoor areas, in particular southern side, roof and air conditioning units (subject to weather).

Wallace picking up galvanized struts for canopy.

Eric to get plans from the council to confirm wastewater connections. It was agreed that the reconnection of the toilet for the rear Hall was a priority to accommodate split hire and utilization of the stage area.

Switchboard Upgrade – Two quotes received for this. The meeting confirmed that the relationship with Wharfe's would be maintained, asking the Chair to request a breakdown of the work incorporated in the updated quote date 22 June 2023.

Still searching for a secondhand sterilizer.

The condition of the floor of the main hall was deferred to the next committee meeting.

SECURITY / ACCESS:

The Locksmiths (current locksmith suppliers) have been asked to quote on access and CCTV camera options for the Hall.

HALL AND EVENTS MANAGEMENT:

Zumba classes have become disjointed with fees and schedule changes. The impact of this on attendance will become clearer over the next few weeks.

Ballroom Dancing class is full and begins on 23 July 2023. Also, guitar lessons are being organized.

Table Tennis group is going well and hopefully will continue.

Potential garage sale on 23 Sept 2023 was discussed. To be confirmed.

EPB SUB COMMITTEE:

It was agreed the subcommittee would hold a meeting on Monday 17 July 2023 to resolve the path forward.

STRATEGIC PLANNING: Work in progress.

GENERAL BUSINESS:

There being no general business the meeting was declared closed at 8.40pm with the next meeting being held on Monday, 7th August at 7.00pm.