

*Florence Park Community Association
Cornwallis Road, Florence Park, Oxford OX4 4NH*

Minutes of the FPCA Committee Meeting on 13th August 2018 at 8pm at the Florence Park Community Centre

Present: Adam Wielopolski (Chair), Chris Michael (Secretary), Sara Reeve (Centre Manager), Richard English, Jeff Bowersox, David Henwood (Councillor) Stuart Ackland (FPSC), Sue Taylor (OCC), Eliane Aubain, Jeff Bowersox, Prue Barry, Viv Peto.

Appointment of Chair

Adam

Social Club

There is now a verbal agreement to sign licence.

How much is still owed? There is a possibility that there may be an error in past

ACTION - Scott to review arrears, ideally presenting a long overview of payments (12 months?).

FPSC has requested a booking for every 3rd Sunday of the month to run an open mic night in the main hall.

Committee voted and agreed to hire the hall to FPSC at the normal FPSC rate for September to December 2018.

ACTION: Richard - Start work on the extended licence in September.

ACTION: Chris - Send Stu email re cleaning and Dave's holiday pay.

ACTION: Sara - follow up on cleaners leaving chairs out.

People bringing alcohol into parties.

Dave needs to talk with the organiser of the event.

Ideally, he should be able to supply proof.

ACTION: Stu to talk with Dave about expectations.

ACTION: Stu to arrange fix for leak under sink in kitchen behind bar and then bill association.

Cooker replacement - needs cleaning - fundraising for cooker underway.

SUB-COMMITTEES

Policy

Children's safeguarding policy now on Oxfordshire Safeguarding Children's Board.

Adult safeguarding policy being chased by Sue Taylor.

Legal

Self-employment / gig economy rights and responsibilities for Sara.

ACTION: Sue Taylor to send info.

Premises

Viv suggests we use the parquée flooring in the new build.

ACTION: David to look into hiring a council garage for parquée storage

Alarm not working.

Cafe

Quiet as expected - £130 profit.

Suggested that on monthly shared Friday evenings for games night, we run a café.

ACTION: Sara to explore options.

Over 60s

Annual outing to Waterperry.

Closed for 2 weeks until 31st August.

Fundraising

Green Space have awarded us £450 for four planters.

Once demolition done, GS is keen to for us to get local groups to help.

Possible for orgs to do a planter each: LEAF, Larkrise, Friends of Flo Pk, City Farm.

Volunteers needed to look after them.

Energy efficiency

TOE meeting on 3rd Sept.

Energy audit done by council. Sue could get council to identify priorities.

Building Connections fund deadline too soon - and probably suitable for a project.

Richard to talk with Sarah Bryant re more funding options.

Funding for new cooker unsuccessful so far.

Do any businesses offer a charity opportunity (like the Trinity tea and cake stall)?

Bucket shaking very important.

Are entry fees adaptable?

Preferable for bucket shake to be pre-empted with a suggested donation.

Encourage membership.

ACTION: Sara to add to hiring agreement: Would you like to add a £1 for the FP charity?

Alan to price up theatre lights

Notice board has collapsed.

ACTION: Sue to ask for replacement notice board.

Youth activity.

ACTION: ALL: Ask around for someone might coordinate meetings and help organise.

NCVO free membership who have a funding resource.

New Build

Invite architect to October or November meeting.

Start a separate fund for the new build. Note that in the reserves policy?

Minutes from July

Agreed

Review of Actions

ACTION: Sue T to query rate for using park for fun run.

ACTION: Jeff to price up installation of security cameras.

ACTION: Sue to see if she can find a CCTV GDPR code of conduct template

Box File

-

Membership Update

154 members (90 full, 64 associate)

2 affiliates: flower club, book club affiliates.

Flo fest has not affiliated?

ACTION: Jeff - to encourage members on Nextdoor

Events

Horticultural Show

Street Party TBC

Remembrance Day

ACTION: Chris to organise remembrance day content 6-8pm.

Bookings

Not so busy in evenings.

Busier in September.

Treasurer's Report

-

AOB

-

PHONE ROTATION

Chris?

NEXT MEETING PLAN

-

NEXT MEETING: 10th September 2018