

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

**Minutes of the FPCA Committee Meeting  
on 12th February 2018 at 8pm at the Florence Park Community Centre**

Present: Chris Michael (Secretary), Sara Reeve, Stuart Ackland, Lynne and Sue (from Social Club), Viv Peto, David Henwood, Alan Brown (until 8.30), Adam Wielopolski, Scott Urban (Treasurer), Prue Barry, Sue Taylor.

*Apologies: Richard English, Christine Simm, Candida March, Jeff Bowersox.*

**Appointment of Chair**

Viv Peto

**Social Club**

How many people have fobs?

Query over breakdown of SC rebate for panto.

STU to take responsibility for advertising Bingo in Ox Mail and Newsletter

Request for 6 Saturdays for Bingo and 6 for other Social Club events

Carpets need cleaning

ACTION: Sue to ask friend Andy Durham for a quote

Valentines Day event cancelled.

Flooding near new fence

## **SUB-COMMITTEES**

### **Policy**

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### **Premises**

Recycling - new fee under review - thanks to Christine Simm.

Drive way flooding near new housing

ACTION: Sue T to report to council to check

Kitchen door still not repaired

ACTION: Sue T to follow up

Bowls Club Demolition delayed due to high price.

## Legal

Lease questions

Saturday bingo decision

- Request for 6 Saturdays for Bingo and 6 for other Social Club events

- Agreed in principle with restrictions over density of Saturdays. Suggested that 12 Saturdays are allocated to the Social Club for Bingo or other events and no more than one Saturday in a month.

Discussion re final issues over lease detail - here is Chris' summary as sent to FPCA solicitor:

39.6: The timeframe here seems off. The council can notify us 6 months before a major repair (presumably something that incapacitates the Centre), but don't have to start repairs for another 12 months after we have to be out. Why would it make sense for the Centre to sit empty and unused for a full year before work started? [PRESUMABLY THE LANDLORD WANTS SOME LEEWAY HERE – WOULD YOU BE HAPPY FOR ME TO AMEND THE CLAUSE SO THAT THE LANDLORD CAN ONLY SERVE 6 MONTHS' NOTICE IF IT REASONABLY ENVISAGES THAT THE WORKS MUST COMMENCE WITHIN 7 MONTHS OF DATE OF NOTICE? WE ARE INTENDING TO AMEND THIS CLAUSE SO TENANT'S RIGHT TO OCCUPY IS TEMPORARILY SUSPENDED (WITH THE LANDLORD PROVIDING SUITABLE ALTERNATIVE PREMISES) RATHER THAN BEING TERMINATED ALTOGETHER]

We are happy for this to be left as it is.

38/39.11: Re finding alternative premises: Do we need to specify what constitutes "reasonable" endeavours or "neighbourhood"? [I THINK WE ARE PROPOSING TO AMEND THIS SO THE TERMINATION BECOMES A TEMPORARY SUSPENSION OF TENANT'S RIGHT TO OCCUPY ONLY. PLEASE LET ME KNOW IF YOU WOULD LIKE TO SPECIFY A GEOGRAPHICAL AREA FOR THE DEFINITION OF "NEIGHBOURHOOD". RATHER THAN THE LANDLORD HAVING A REASONABLE ENDEAVOURS OBLIGATION, I WOULD PROPOSE THAT THE RIGHT TO OCCUPY THE CURRENT COMMUNITY CENTRE IS NOT SUSPENDED UNTIL THE COUNCIL FINDS SUITABLE ALTERNATIVE ACCOMMODATION]

The alternative accommodation should be slightly more detailed.

The alternative space should have the following criteria:

Capacity of 100

Similar or greater floor space.

Kitchen

Toilets

It should be in an appropriate location so that the over 60s club members can get to it.

We understand that alternative spaces nearby are very limited, so we would be happy with a single room option, but one which does not preclude regular users from accessing it, and where normal hirings can take place.

As a guide, the key uses that the alternative building should house are: over 60s lunch, community cafe, usual hirings eg yoga, martial arts, singing, kids parties.

We accept that the option of a bar is unlikely.

Please note that in 2020 there will boundary changes within the city and so any reference to locations may mean something different in 2 years.

There is also a question of whether we can foresee needing to use the centre for anything beyond the CIO's charitable purpose. At present, our use is restricted but I wondered if we should try and remove this.

Can I suggest that this is changed to a negative?!

Perhaps "the association may not use the centre for anything that is contrary to the CIO's charitable purpose".

## **Cafe**

Best one ever!

£400 profit

## **Film Club**

Someone new to organise - Sara

ACTION: Scott to review licence

ACTION: Sara to offer film fee equipment for party

## **Fundraising**

General discussion about fundraising feedback stall at next community cafe

## **Minutes from November**

ACTION: Alan and Jeff to put up cameras and notices

## **Review of Actions from August**

ACTION: Sue T to report front door shutter

## **Box File**

ACTION: CHRIS - Ask committee member for someone to put up notice of membership changes to voted on at AGM.

ACTION: SARA & ADAM - REVIEW CIO CONSTITUTION RE WHAT HAS TO BE DISPLAYED

## **Social Club Update**

Lease / Licence negotiations still ongoing.

Nothing extra other than that discussed above.

## **Membership Update**

Need a membership secretary after March

ACTION: Sue H needs to do membership for AGM

## **Events**

UK Parliament  
Variety Night  
Games night

### **Bookings**

ACTION: Sara - Cancellations policy to be reviewed

ACTION: Sara to make available a "Late Arrival" sign for volunteers opening the centre.

ie when a volunteer has waited for 15 minutes, then can put up the sign to inform late arriving hirers how to contact the keyholder.

### **Treasurer's Report**

All fine!

### **AOB**

### **PHONE ROTATION**

Alan

### **NEXT MEETING PLAN**

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**NEXT MEETING : 12th March 2018**