

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

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

Present: Chris Michael (Secretary), Sara Reeve, Stuart Ackland, Viv Peto, Alan Brown, Scott Urban (Treasurer), Sue Taylor, Richard English, Jeff Bowersox.

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Apologies: David Henwood, Christine Simm, Candida March, Adam Wielopolski, Prue Barry.

Appointment of Chair

Alan Brown

Social Club

Cleaning

£1 membership fee - currently renewal means there isn't a £1 per year, need to talk with Sue H about this.

ACTION:

Agreed that Sue's friend can do

ACTION: Chris to send formal letter to social club saying that cleaning is on a last chance

ACTION: Sara to send Chris information about cleaning issues and cleaning agreement / schedules.

Proposed hourly sign in for cleaning.

SUB-COMMITTEES

Policy

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Premises

Re: Energy efficiency. Council has a responsibility to make sure buildings are up to a certain standard. If we get the efficiency check, then the Council may well act on that so we don't have to pay for any necessary refurbishment.

Legal

OCC LEASE

Sue T:

Social Club allowed to share the building - potentially as a licence.

WOCA is where all the difficult work was done.

Big insurance investment and outside work a big commitment.

Recycling charge under review

ACTION: All to send recommendations for priority clauses for Chris to send to council.

FPSC LICENCE

Review of non-financial content

Meeting with SC after AGM to discuss all areas - and then deadline for signing to be set.

Cafe

Café went well, made £330 profit. Cooker is in bad shape, doesn't work well, doesn't serve café or Over 60s. We need a proper catering oven, but it would be worthwhile to check out any possible complications with installation (new cooker, old fittings).

ACTION: Sara will look into costs.

ACTION: Viv will liaise with Jane Gallagher to talk about funding, take suggestions will come from Sue, make proposal.

Film Club

Didn't make much at last film night, although well attended.
Stuart will renew license but doesn't want to keep running it.

ACTION: Stuart to renew license

Fundraising

Richard presented the suggestions for fundraising events and projects gathered at Café. (Add Viv to the fundraising committee)

ACTION: Fundraising committee will put a plan together

Minutes from February

Approved

Review of Actions

Box File

Social Club Update

Membership Update

Events

Sunday Sessions made £110.

Jackie suggested the possibility of 5-7 on Fridays after Over 60s to be a youth time. Worth consulting with young people to see what they would want, perhaps older teens to mentor and watch. Would require good bit of thought on safeguarding, perhaps require paying a "leader" with some volunteers like Jackie does with Over 60s. Perhaps charge a minimal fee?

Eliane wants to organize an international evening, July perhaps, Sat/Sun afternoon, food brought in with variety show component as well representing other countries. Entry £5?

Bookings

ACTION: Sara will include an option for projector equipment, with a fee.

All doing alright, Viv has handling in Sara's absence. Praise from a hirer for how well Viv's handled it.

Treasurer's Report

Nothing official ready to report at the moment. Accountant will be give us specifics soon.

AGM

AGM ACTION: Sara and Viv and Jeff to gather together membership materials from Sue H.

AOB

Sue Taylor said there will be a risk assessment workshop at Headington CC to work through procedures. Date TBA. We will be sent a satisfaction survey (we approved).

Viv: Regarding possible conflicts of interest between FPCC and Flo's in Park (especially room bookings). Do we want to have a rep on their board or have some mechanism for communicating

back and forth. One idea is to create a coordinating committee with reps from FPCC, Flo's, City Farm, Boundary Brook?

ACTION: Viv will invite Anna Thorne in to talk to the next board meeting.

Richard: We should do something to recognise Sue H at AGM, even if she's not going to be there. Ditto with Candy and Prue even though they might not have been on the board for so long. Alan will include in in chair's report, we should get a gift for her.

Sara: Cowley Community Forum would be good for us to attend. 25 Mar. Viv will go.

Sara: Request from community that minutes be published on website, if all are ok with that.

PHONE ROTATION

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NEXT MEETING PLAN

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NEXT MEETING: 9th April 2018