

NCA Committee Meeting

Monday, 23rd January 2023, 7:30 – 9:00 pm at Newtown Community Centre and by Zoom

Welcome and apologies

Jackie Holdstock (Chair), Kev Winser, Steve Palmer, Kerrie Seymour, Jayne Leaver, Alex Leaver, Su Aves, Richard Branston (via Zoom)

Apologies Christina Towley, Will Paley, Rachael Shah, Matt Vizzard, Jemima Moore.

Approval of Minutes – 14th November 2022

Approved

Matters arising

None

Finance Report

See below:

Newtown Community Centre – Manager's report

See below.

Discussion

- Idea for Digital Inclusion Café, working with Exeter Connect DI Group.
- the Winter Warmer was very popular, thoughts about how to include more people, given that both EJO and Roots are large groups, and the Centre was packed.
- Warm Bank drop-in is gathering interest, and gradually getting a wider cross-section of people. Still waiting to be listed on the map.
- Party bookings – still problems, deposit scheme is essential, though we are not accepting evening party bookings, and Saturday morning/afternoon is generally the only available time.

Maintenance

Air con housing box complete and in place. The sign from the old hut has been refurbished and mounted in the lobby. Delay in fixing the broken window. Cleaning – working well.

Recent issues with overnight problems on verandah, rough sleepers, drug users, so leaving verandah lights on, which is helping. One local resident allowing his dogs into the children's area – Jemima is following up.

Incident in Park on Saturday 21 Jan about 3:30 pm, teenage gang, up to 30, including attack and person observed with hammer. No contact from Police yet about CCTV.

Suggestion for a book swap scheme with bookshelf in the lobby by Rhino, agreed.

Proposal for Taiko Drumming workshop. ECC Locality Grant already applied for.

Coffee bike project – Alex Leaver proposes setting up his bike on Saturday afternoon; during cold weather he would like access to the small room. (Sec note – further discussion under AOB but record here). Concern about Alex being vulnerable to anti-social behaviour. Trustees considered that he should ensure that there is at least one other person with him at all times (Alex suggested a friend of

similar age); and that when he has access to the small room, there should be an adult present at the Centre. Subject to these conditions, Alex's offer was welcomed.

Food hygiene training for up to 10 people, to enable food with Food Share as part of cost of living support.

Friends of Belmont Park

No report. Bushes have been cut back by Sensory Garden. Due to put in football nets. Logs and planting put in where the toilets used to be. Discussion of gates – bottom gate repaired, red gate is locked. There has been a problem with a local resident bringing a dog into the children's play area, including encouraging it to dig in the flower boxes.

Revenue generation, grants and Projects

- Defibrillator - Meeting with electrician 24/1/23, defib and box received.
- Sandford Walk garden project – Grant approved, project completed
- Chute Street Garden project – Grant approved, in progress.
- Taiko Drumming workshop – ECC Grant application made.
- Warm Spaces application – received.
- NHS money through Exeter Connect for health and wellbeing support.

Website, social media

(Kev) 5 new followers (to 758). Top scorer was planter box. Kerrie will link regular groups with Kev to get posts. Main followers are women 35-45.

AOB

- Richard – Pyramids/Eaton House planning application, for elderly/social housing.
- Richard – offer to circulate information on regular groups; Kerrie to send details to Richard.
- Su – DCC councillors have regular meetings with Police and can raise issues.
- Jackie – propose obtaining a printer for doing handouts, flyers etc. Discussion of needs. Agreed to investigate for a proposal to the next meeting.
- Jackie – reminder that she will stand down at next AGM; we need more volunteers.
- Steve – Will has started on the accounts for 2022; we will aim for the AGM to be earlier than September.
- Su – need to restart open meetings (in addition to AGM) to inform people and gather interest for projects and volunteering. Agreed to explore this, perhaps linking to the defibrillator training.

Next Meeting Date

Monday 13 March 2023 7:00 pm (Note earlier start)

Managers' Report 23/1/2023

Bookings

The calendar remains healthy with a great mix of weekly and monthly activity bookings. Although we have lost a couple of small 1hr weekly bookings we have.

Weekly groups

Qigong x2
Heels with Harley
Over 50s exercise
Capoeira
Violin lessons
DoReMi music
Adult Tap
Bulgarian Dance
Bulgarian Sunday School
Monkey Music
Zumba
Jazz Band
Roots Band
Yoga with Natasha
Samatha Meditation
Exeter Malayee Association
London Academy Music Drama
Fun Science Exeter x 2
Acupuncture Health Clinic
Qigong
Exeter Flutes
SESNE – Soft Tennis
Hikmat Children's group - BAME parent and tots group

Monthly Groups

Dad's and tiny tots group
Greek Orthodox Church

NCA Activities

The Social Cafe is busy with regulars coming along every month. We have a mixed program of speakers and craft activities and now have items from Exeter Food Share for people to take away.

Digital Inclusion Cafe – We have a local resident who has volunteered to support this café on a monthly basis. Linked with Exeter Connect's city wide DI task group. They host regular network meetings and share training and funding opportunities for centres like us to keep up to date and to purchase digital kit. Will to update on progress so far.

Roots and Jaz Band continue to be both well attended

Mend and Make – We've had 2 session so far, both of which have had people come along bringing items in need of repair. So far we have altered trouser hems, mended a coat and darned a special jumper.

Warm Bank drop ins – thank you to everyone who has supported the warm bank sessions so far. Today was busy with 5 visitors, some great conversations and also an opportunity to signpost to other support agencies

One off Party Bookings

Party booking continue to be problematic at times and the deposit scheme has proven

essential. We now have bookings every evening and a Saturday afternoon which only really leaves Saturday morn/afternoon for party bookings.

Maintenance

The box to house the Aircon/heating unit outside is now complete. The NCA boards from the old hut have been lovingly restored and are now on the walls in the corridor. Defib will be installed next month. Salto wiring to be completed next month. Broken window awaiting installations delay due to supplier/stock issues. Kitchen door latch needs replacing.

Cleaning

Naomi continues to do a fantastic job of keeping the building clean and fresh. She has increased to 7 hours to allow time for a deeper clean, and a weekend visit when needed.

Recent Issues

The Veranda - We have seen in an increase in late night/overnight activity on the veranda at the rear of the building. This has included damage, drug use, litter and rough sleepers. We are now leaving the rear lights on which has certainly contributed to a decrease of activity in that area.

Dogs - Cll Moore knows the man who walks his dogs in the play area and has said she will speak to him next time she sees him.

Park incident on Saturday – there was a nasty incident in the play area of the park on Saturday afternoon involving a large group of young people and a weapon. The incident was witnessed by Judith and Alex who were gardening at the time and called the police. Police were called, attended the scene within 15 mins and spoke to a number of the young people involved. The police may request to see CCTV but the incident cannot be seen on our cameras.

New initiatives/project

Book Swap scheme – Inspired by conversations and various café and drop in's I would like to install a small bookshelf (sourced from scrap store) in the corridor where people are invited to donate and swap books. I will maintain this and make sure the books left are in a good condition and of appropriate content.

Taiko Drum Social – If our funding bid is successful we will be holding a Taiko drumming social event. This will be a 2hr drumming workshop led by Taiko South West followed by a soup lunch and social gathering. This event is likely to take place in late march early April.

Food Hygiene training for NCA – up to 10 places on FH online training so we can prepare and serve food at Social Cafes and events. This will allow us to make hot meals with the fresh food we get from 'Food Share' especially important as part of our cost of living delivery.

Newtown Community Association

Finance Report - January 2023

Cash at Bank

There is currently a balance of £9,269.57 in the Treasurers Account, a decrease of £2,791.01 since the last Committee Meeting on the 14th November.

The Savings accounts hold a total balance of £20,044.26

£16.50 - Instant Access (0.60% gross)

£20,027.76 - 32 Day Fixed Notice (1.40% gross)

Please see below a summary of the movement grouped by type:

Balance @ 14th November 2022	12,061
Hire Revenue	4,246
Grant Funding	(897)
NCA Activities	(462)
Staff Costs	(4,118)
Expenses	(1,560)
Balance @ 23rd January 2023	9,270

Notes:

- Grant Funding - £1,500 paid for Co-Create Planter Project, receipt of Warm Spaces Grant
- A few large expenses for the period: Hallmaster annual subscription, broken window repair and gutter & window clean.

Income from Regular Hirers 2023

2023 begins with an encouraging position with hire revenue continuing from where 2022 left off, with a surplus of £365 expected for January.

Activity Type	Jan-23
Health & Wellbeing	638
Baby & Toddler	26
Dance	299
Arts & Education	689
Cultural Group	93
Music	424
Private Booking	258
Social Gathering	-
NCA Activity	54
Invoiced Hire Revenue	2,481
Monthly Staff Costs	
Cleaning	378
Assistant Manager	680
Manager	680
Staff Costs	1,738
Monthly Expenses	
Exeter CC	100
Internet / Phone	28
Utilities	100
Sundries	150
Expenses	378
Surplus / (Deficit)	365