

## NCA Committee Meeting

Monday, 13<sup>th</sup> March 2023, 7:00 – 8:30 pm at Newtown Community Centre and by Zoom

### Welcome and apologies

Kev (Chair), Jackie, Steve, Kerrie, Will Jayne, Alex, Su. Matt and Rachael by Zoom. Apologies: Richard Jemima, Chris.

### Approval of Minutes – 23<sup>rd</sup> January 2023

Typo

### Matters arising

None

### Finance Report

Running at about 10K in current account. Savings 20K in notice account.

£450 paid for EJO concert in the Library.

Grants received, paid out for Sandford Walk and Chute Street.

Grant for Polsloe Road allotments fence still outstanding.

### Newtown Community Centre – Manager's report

See below.

Discussion of digital inclusion, group offering to buy us some kit, perhaps printer and/or projector.

Discussion of warm space and building up Social Café.

Maintenance – Defib install on Wednesday morning. Salto – wiring to be installed too, but more reliable recently.

Alex coffee bike in summer. Donation of toys and books from Jelly.

Respect Festival – email from Suwad. Kerrie has sent holding reply, and had drafted a full response. Discussion of possible meeting, perhaps including ECC events manager, Scrapstore, us and Respect. We need an events management plan, including risk assessments. Action – Kerrie to respond to Respect and suggest meeting including Scrapstore ECC etc.

Hire fees – we have a lower and higher rate, where the higher rate is for commercial organisations. Agreed that we need to clarify language on website and Hallmaster, but keep two rates, with lower for local groups, charities, including CIOs and CICs, and higher for other companies and governmental organisations.

- Su – funding for locality grants not available until May. Need to consider if there are projects. Discussion of grants for Garden for the bees signs, food hygiene training. (Su left at 19:45)

### Maintenance

Door closers repaired, replaced one in main room.

## Friends of Belmont Park

Rachael – picked up on the item in the minutes about the person bringing dog into the childrens area. Jemima has had a word. Kerrie has spoken with Nic Unsworth. Council have replaced locks on the gates and put up more “No dogs” signs”. Should have a “don’t smoke while we play” sign soon.

Football issue on the verandah side has been improved since the planter boxes installed. Council are planning to install football nets for the summer. Discussion of gates – perhaps sign “Please close the gate behind you”.

## Revenue generation, grants and Projects

- Defibrillator – electrician booked.
- Sandford Walk garden project. Report to ECC to be sent.
- Chute Street Hidden Garden project
- Taiko Drumming workshop
- Garden for the bees signs – discussion. Idea of mounting sign on the railings. Action – Steve to contact Judith and discuss.

## Website, social media

Appeal for feedback to add info to website. Roots Band have responded, EJO have some pictures. Building is well used, but need to do more publicity for groups.

Need another shout-out for volunteers.

Printer – Will and Steve have checked. Suggest an A3 colour inkjet plus a A3 laminator. Agreed.

Discussion of a “Donate” button on the website.

## AOB

Matt – will chase up on goalposts in the park.

£187 left in locality grant pot – suggest funding for printer.

Rachael – Google maps pin showing hut is a bit dry. Discussion of information under the map pins.

Alex – Apple maps does not have a pin for NCA, and Belmont Park links to ECC recreation. Discussion of linking to Visit Exeter.

Rachael – Childrens home at former Globe being partially used as AirBNB – Jemima has raised with Planning. Matt – could raise with OFSTED.

## Next Meeting Date

Monday 24 April 2023 7:00 pm

## Managers' Report 13/2/2023

### Bookings

We are losing SENSE Tennis booking as they are returning to outdoor activity for the spring/summer but we have gained Le Petite French school who are returning after a long break.

### Weekly groups

Qigong x2 per week  
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 – bi weekly  
Fun Science Exeter x 2 per week  
Acupuncture Health Clinic  
Exeter Flutes  
Dad's and tiny tots group - Monthly  
Greek Orthodox Church – Monthly  
Le Petite French School

### 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** – Unfortunately the Volunteer who came forward to support this did not work out. This matter has been added to the safeguarding file.

Will attended the last DI task group run by Exeter Connect. The focus is on a digital buddy scheme rather than offering anything directly to centres like us. A charity has stepped forward wanting to support us in purchasing some kit. This may be an opportunity to purchase a couple of tablets or laptops for the DI café?

A poster a SM splash about this café would be beneficial. Will & Kev

**Roots and Jaz Band** continue to be both well attended

**Mend and Make** – We've had 3 sessions now. Numbers are low but some interesting conversations and interactions have taken place. This drop in was set up in response to warm space/cost of living crisis and is currently run voluntarily by myself and artist Storm in a Teacup, and has some short-term funding from ECC to cover room and refreshment costs. As there are several repair themed drop ins in the city we may not run this much longer. We could divert this energy toward the Social café when craft and making is already popular

**Warm Bank drop ins** – thank you to everyone who has supported the warm bank sessions so far. Numbers have fluctuated from week to week but they have proved important for

some folk. We need to start directing people towards the two social cafes as our warm bank program is only funded to the end of March.

### **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. We have introduced a 3hr minimum to all party bookings and are only hiring out the large room or large and small depending on numbers.

### **Maintenance**

The Defib will be installed on Wednesday along with the Salto wiring which will ensure we have a better connection in the Kitchen.

Salto has been much better recently, there were some central issues that they have since resolved. The main door key pad is intermittently problematic and may need replacing at some point in the near future

PAT testing taking place this month

### **New initiatives/project**

**Book Swap scheme** - I am still looking for the right sized bookshelf. Could we consider purchasing one?

**Taiko Drum Social** - awaiting confirmation of funding for this.

**Food Hygiene training for NCA** – awaiting confirmation of funding for this.

**Coffee bike** - Alex Leaver will be up and running again with his bike on Saturday afternoon once the weather turns warmer.

**Toys and books** - We have received a generous donation of children's toys and books from the Jelly Charity shop. These will be available at both Social Cafes.

### **Items for discussion**

Respect Festival - email to Suaad

Printer

Hire fees - Monkey Music, Charity rate

## Newtown Community Association

### Finance Report - March 2023

#### Cash at Bank

There is currently a balance of £11,260.73 in the Treasurers Account, an increase of £1,991 since the last Committee Meeting on the 23<sup>rd</sup> January.

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

£16.52 - Instant Access (0.60% gross)

£20,069.88 - 32 Day Fixed Notice (1.70% gross)

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

Balance @ 23rd January 2023	£9,270
Hire Revenue	£4,411
Grant Funding	£479
NCA Activities	£997
Staff Costs	(£2,427)
Expenses	(£1,468)
Balance @ 12 <sup>th</sup> March 2023	£11,261

#### Notes:

- Grant Funding - £993 received from council on 6<sup>th</sup> February, less a total of £514.08 expenses paid against the Sandford Walk & Secret Garden projects
- NCA Activities - Ali hasn't invoiced for a few months & fee received for a Jazz Orchestra concert held at the Exeter Library.