

NCA Committee Meeting

Monday, 30 October 2023, 7:00 – 8:30 pm by Zoom

Welcome and apologies

Present: Kev Winser (chair), Steve Palmer, Christina Towler (Zoom), Richard Branston (Zoom), Kerrie Seymour, Steve Fearn.

Apologies: Rachael Shah, Jean Kimber, Matt Vizzard, Su Aves.

Approval of Minutes – 7th August 2023; AGM 16th September 2023

Agreed

Matters arising

None

Welcome to Steve Fearn, joining the NCA team.

Newtown Community Centre – Manager's report

See below.

Monkey Music have dropped out. Zumba seem to be stopping. Martial Arts group looking for the large room regularly on a Monday.

Some one-off party bookings, birthdays most evenings. Social Café continuing, Christina has donated art materials.

Roots and Jazz band both well attended. Jean has been looking at these, Roots Band are doing OK. EJO less effective, about 9 people coming regularly but not paying, and running at a deficit. Both Ali and Will are keen on using a card machine. Suggested Will and Ali invoice monthly, and submit a register, as well as a donations pot for refreshments. Increase in subs as well.

Maintenance – Salto system now working properly. Fire panel is checked. Gutter down-pipes replaced.

Discussion of Respect Festival. Suaad wants the Centre from Wednesday evening – could be partial access. Committee thought the price should increase to include this. It would be good to use the large room.

Card machine has been signed and paid for. ACTION Steve to contact Lloyds about delivery.

Finance Report

See below.

Kerrie considers Jean to be a real asset.

NCA Sponsored Activities – review of guidance.

Maintenance

Covered under Managers report

Discussion of new Go-Pack tables.

Friends of Belmont Park

Extra lighting now has funding. (Richard) – expected to be installed by Christmas

Report from Rachael - I will contact Nick now for an update – we had to sub in an arb team from Devon Tree Services to remove the bramble and Dogwood. I'm not sure what additional works need to be done to level the ground off before we can install the football post, and there is still the issue of the concrete pad.

Revenue generation, grants and Projects

- Taiko Drumming workshop – Aiming for New Year.
- Garden for the bees signs – agreed to put them on the fence.
- Murals in Albert Street/Clifton Street. – difficulties with the project being done before approval given. Grant has now been approved and paid.

Events

Winter Warmer. Date is 2 December; Roots Band and EJO playing. Request for people to let Kerrie know if they are free and can help.

Winter warm space – grant available. Possible to use the Exeter Food Action link and do things with people. Agreed that we should apply. ACTION Kerrie to look at the diary and how it would work. ACTION Steve to apply for a grant.

Website, social media

Kev – Little to report. We were tagged for a street party – in Newtown, Tasmania.

Steve Fearn – looking at the website to make it more engaging. Ideas for adding colour to the logo and website. Discussion of organisations having their own page on the website, with their own login. Need to engage with groups – Kerrie has tried this, but with little response. Discussion of revamping the main notice board, possibly painting in white, filling in the “Newtown” cutout with clear coloured resin.

AOB

Discussion of how to approach EJO if participants continue not to pay. Next stage is probably to implement the card machine, then evaluate.

Next Meeting Date

22 January 2024

Meeting closed at 20:30

Managers' Report 30/10/2023

Bookings

Weekly groups

Qigong x2 per week
Heels with Harley
Over 50s exercise
Violin lessons
DoReMi music
Adult Tap
Bulgarian Dance
Bulgarian Sunday School
Exeter Flutes
Jazz Band
Roots Band
Yoga with Natasha x 2
Samatha Meditation
Exeter Malayee Association
Le Petite French School

Monthly groups

Dad's and tiny tots group - Monthly
Greek Orthodox Church – Monthly

Sadly due to a fall in either funding or low numbers we have lost
Fun Science Exeter
Monkey Music
Zumba

We have new interest from a Martial arts group, a family support session, and a women's support group.

NCA Activities

The Social Cafe – still well attended. Christine has kindly donated some art materials which we will be able to have out for folk to use at the cafe. As the colder days draw in we may look at providing hot soup at the cafe for those who want it.

Roots and Jazz Band continue to be both well attended. so we are introducing a Card payment system for both Roots and EJO which we hope will combat some of the issues. Both groups are currently running at a deficit. Payments for Roots can be sporadic and EJO have several members who have not paid for almost a year. In light of this we have introduced a slight increase in weekly subs, a donation pot for refreshments and focusing in on those participants not paying.

One off Party Bookings

Busy through the spring/summer. Much easier to manage with only one per Saturday but can still be problematic. Front door left open, doors and windows not left secure, mess etc.

Maintenance

Still the occasional door code issue but this is largely due to human error now
Fire panel all up to date now set up for 6 monthly inspections
We've had another down-pipe replaced - due to it being completely broken off

Respect Festival

Suaad has been in touch with dates for next year. She is requesting access from Wednesday this year for her security team.

Projects/Plans

Currently looking to identify an artist who could work with us to develop the large notice board in the park. This will include adding colour resins to the board to highlight the NCA logo and artwork that is currently lost. Steve is currently exploring new colour pallets with a view to updating our logo. He is also working hard on looking at how we can improve our overall image via our website and SM

Taiko drumming event looking like one Saturday in Jan/Feb

FINANCE REPORT FOR NCA COMMITTEE MEETING - 30th October 2023

BANKING

I'm now a bank signatory and registered for online banking. I setup or authorise payments as required.

EJO & ROOTS BAND

I spent a considerable time analysing EJO and Roots income and expenditure back to the beginning of this financial year for the last AGM. When comparing the income to the attendance records it was clear that quite a number of people have not been paying especially for EJO. I have not yet checked the attendance in previous years so it's possible they haven't been paying for longer.

HALLMASTER

I'm more familiar with Hallmaster now. At the beginning of each month I invoice those who hire the rooms regularly. I also reconcile the payments.

CARDNET

I've applied for the cardnet machine and Steve has signed and paid for the contract and hopefully we'll get it soon ready to start using it next month.

Finance Report

	7th August 2023	30th October 2023
Current account:	£10,871.78	£9665.72
Savings account:	£20,242.33	£20,350.00