

NCA Committee Meeting

Monday, 28th March 2022, 7:30 – 9:00 pm by Zoom

Welcome and apologies

Present: Kev Winser (chair), Jackie Holdstock, Rory McNeile, Christina Towler, Steve Palmer (non voting) Jemima Moore, Jayne Leaver, Will Paley, Su Aves.

Apologies: Richard Branston, Rachel Deane, Rachael Shah, Matt Vizard, Kerrie Seymour

Co-option of Rachael Shah as Trustee

Not present, postpone to next meeting

Approval of Minutes – 7 February 2022

Approved

Matters arising

Kev – has not yet checked for AV equipment

Finance Report

Will – see below.

NCA activities generally functioning well and getting closer to income targets.

AGREED to set up a savings account with £20k transferred to separate day-to-day expenditure. (Sec note: opened a Lloyds instant access saver account 31/03/22)

Newtown Community Centre – Manager's report

Attached below.

Defibrillator – information from Kerrie, including quote from London Hearts. Agreed that we need the external locked box system proposed. AGREED to follow up on this (see also under Grants).

Question on capacity. Decided that there is no reason not to restore the stated capacity to 70, but should proceed with caution.

Cleaning. Discussion of Lyn finishing and future arrangements. Lyn has finished as of 25 March. AGREED that NCA should pay Lyn a bonus of £250 to recognise that she has served us for a very long period.

Maintenance

Electricity supply and solar panels. Discussion of moving the electricity supply to Octopus on a new contract. Needs installation of a SMETS2 meter. Rory has passed details to Will.

Friends of Belmont Park

Jemima - Gates and dogs getting into children's area – the bottom gate is now repaired. The gate onto Gordon Road is locked again (not by ECC!) – but the gate needs repairing, so will remain locked until this has been done.

Benches – Need for picnic benches, there is only one; wooden benches in the sensory garden were destroyed. Su – over the years there has been push-back from people in Gordon Road about people congregating. Jemima will discuss with Rachael.

Revenue generation, grants and Projects

- Omicron Covid grant – received
- ACTION Steve – to contact Devon Crime Commissioner about repurposing the grant received for lighting to fund the defibrillator.

Website, social media

Kev – quiet month, page views up a little 72 page views, 704 followers. Kev tried social interaction with past photos, but little response.

Christina – mocked up an email about NCA activities. Asked for feedback on the idea. Agreed that a regular NCA email should be sent out, in addition to Jaynes newsletter. Discussion of how to use, including printed copies on noticeboards. We have a lockable cabinet, not currently fitted outside the building. There are also the two Belmont Park notice boards. AGREED to mount the lockable noticeboard. AGREED to send out on the Membership email list.

AOB

Jayne – Wildflower garden, Judith – going well, lots of good local interaction. Sandford Walk – Jayne (and Steve) had contact with Clyde. Clarified that the suggested area is one of the gaps at the top.

Email from Ed, minister at St Matts, about starting a vegetable garden in the church grounds. Need someone to advise. Possible contacts discussed, including St Sidwells community garden.

Jackie – anything in the park for Queens Jubilee? Most items are in the city centre. Su – grants available for community picnics, but nothing known of in Newtown.

Next Meeting Date

Monday 23 May at 7:30

Trustees only

Need for treasurer and chair – nothing to report.

Managers' Report 28/3/2022

Actions from last meeting

*Defib - Many Defibs are out of stock and there are long waiting lists. I have made some initial enquiries and we have some options. The London Hearts Charity offer funding to charities to purchase defibs. They have offered us a very good deal and I have attached their info and quote with this document. Alternatively, some organisations have collaborated with each other to install a machine in their local area. It may be that we want to link up with the scrap store to make a purchase.

*Young people - I have been in touch with Space Youth Service about the possibility of a Youth café/drop in, yet to hear back

*Capacity – we are currently running at a 50% reduced capacity. Most of our regular groups are unaffected by this party bookings are limited to 35 in the large room. Should we return to our full capacity of 70 in the large room?

Weekly groups

Qigong x2,
Heels with Harley x2
Pilates Body Conditioning
Capoeira
Violin lessons
DoReMi music
Jumping beans
Adult Tap
Bulgarian Dance
Bulgarian Sunday School
Monkey Music
Private Yoga
Zumba
Swing Dance
Jazz Band
Roots Band
Pilates Yoga Fusion
Yoga with Natasha
Samatha Meditation
Lockdown Support Group
Exeter Malayee Association
Fun Science Exeter

Monthly Groups

Spanish Playgroup
Social Café
Around the World Kids Club

New Customers

Hong Kong Prayer group
London Academy Music Drama
Access Communications – 1to1 deaf support
Exeter Communities together multi faith group

Finances

Will to provide a report

NCA Activities

Qigong numbers remain low across the two days. Joe is leaving and is currently looking into tutors who may wish to continue the group. We have spoken at length with him about what that tutor will need to should it continue as a NCA activity.

The Social Cafe has a mixed program of speakers and craft activities planned over the coming months. The visit from the police to talk to about Fraud and Scams was a success. Last month we used Clay to make badges and fridge magnets. Next month we will be enjoying hotcross buns and decorating pots and planting seeds for the windowsill.

Roots and Jaz Band are both well attended

Maintenance

2nd Window damage incident – We have received a £50 donation from the young man who damaged the window

We have another broken toilet seat. A new one will be fitted next week

We have had a thorough window clean today both inside and out including all velux windows – they have done a fantastic job and do guttering too.

We have also now up to date with our PAT test and Fire extinguisher tests

The air conditioning system will also be inspected this month

Covid-19

All restrictions and mandatory regulations relating to Covid 19 have now been lifted. Like many public venues and community centres we continue to offer hand sanitiser and surface spray to hirers

We are continuing to leave a 30 min space between bookings to allow for a safe flow of human traffic which is proving popular and not being abused

Our room capacities are now back to maximum numbers as they were pre covid

Cleaning

Lyn has now left her role as cleaner. Naomi came in today to make a start on a deep clean of the building-there is a lot to do. We did a full audit of cleaning products and equipment. I recommend we hire Naomi on a temporary basis to get on top of things and help us to re-establish some systems that have got lost along the way before we advertise the job

I am also looking in to a new eco floor cleaner product which will help the building to smell fresher.

