

MINUTES OF GREENHITHE RESIDENTS ASSOCIATION MEETING – OCTOBER 2024

Date:	09/10/24	Time	19.00			
Venue:	Committee Meeting Room, Greenhithe Village Community Hall	Minutes Taker	Tricia Moore			
Attendance:	Committee Members					
AB = Absent Ap = Apologies P = Present *: Executives	Ken Forrest*	p	Trish Cassone Ap	Cameron Powell	P	
	Tricia Moore*	P	Michelle Heald	P	Jackie Miles*	P
	Ehsan Zabihi	AB	Chris Fraser	Ap	Mick Sinclair	P
	Guests					

1. WELCOME, INTRODUCTIONS & APOLOGIES

Ken called the meeting to order at 7.07 p.m.

Apologies: *Trish Cassone, Chris Fraser, Anna Atkinson*

2. CORRESPONDENCE

Resignation of Nika Osbourne

Upper Harbour Board 2024/25 Local Grants.

3. MINUTES FROM PREVIOUS MEETING

Motion #1

MOVED by Jackie, Seconded by Mick

That the minutes are accepted and approved as a true and correct record.

Carried.

SUMMARY OF POINTS RAISED REQUIRING APPROPRIATE ACTION:

	ACTION	BY:
1.	Michelle to get new token	<i>Cameron</i>
2.	Report from overdue debtors	<i>Cameron/Michelle</i>
3.	Financials to be submitted post meeting and circulated to Committee	<i>Cameron/Tricia</i>
4.	OSB sign Tricia to resend information about design	<i>Tricia</i>
5.	Waterblasting of OSB	<i>Michelle</i>
6.	Annual Charities Return	<i>Ken</i>
7.	Constitution Changes	<i>Ken/Mick</i>

4. TREASURER'S REPORT

- The financial reports are for the period Apr – Sept 2024 (6 months)
- Bank accounts reconciled to 30 Sept 2024:
 - o Cheque account balance \$10,991.86
 - o Savings account balance \$116,176.74
- Overall net change in cash position + \$14,536.72 this financial year
- Debtors – there are 6 overdue invoices to Hall hirers totalling \$1,557.50 which Michelle is following up
- We are keeping any surplus funds in savings account to maximise interest income. Earning approx. \$260 per month
- Unpaid creditors (lawns & cleaning) and amount of \$10,328.45 for decking replacement = total \$11,757.11 which will be included in payment run in October. Chris just wanted a bit more info on the decking replacement invoice before paying.
- Income – YTD income is at \$32,907.16.16 which is well up on \$22,521.04 at same point last year:
 - o Subs are at \$1,523.93 compared to \$395.25 at same point last year. The membership drive before the AGM really helped
 - o Hall rental income totals \$27,579.37 compared to \$22,125.79 at same point last year
 - o We received a \$3,803.86 donation from GAAB this year
 - o Total expenses total \$31,836.02 compared to \$25,584.67 in PY
 - o Cleaning is \$5,731.25 compared to \$2,635.97 in PY – due to the extra cleaning with extra hall rentals
 - o Insurance of \$11,544.30 compared to \$9,031.37 in PY
 - o Repairs & Maintenance (Hall) totals \$8,981.26 compared to \$7,644.49 in prior year. This year is the cost to replace the Hall decking, ramp and stairs
 - o Interest income of \$894.87 compared to \$133.32 in PY due to surplus funds being transferred to savings account
 - o \$1,200 in bonds held
 - o \$313.05 in other income is cleaning fees recovered from Hall hirers
- Other/actions:
 - o Rates grant from Upper Harbour board submitted 09th October 2024
 - o Guardian Alarms to be put on Direct Debit

5. HALL REPORT

5-1 Hall Booking

Michelle reported good hall bookings. A few evenings booked for the future. Daytime bookings pretty consistent. Line Dancing starting on Thursday morning. Possibly Scottish Dancing to start.

Local neighbour complained about not being able to park in hall carpark.

Christmas market to be held on 7th December in Collins Park and organiser of market will be hiring OSB.

Michelle reported there had been some damage to paint work near kitchen. Possibly someone put a sign up and when dislodging sign accidentally damaged paintwork.

Hall users need to be aware that hall is going to be painted and not to damage walls by adhering anything to them possibly send e mail out to hall users.

5-2 Maintenance

Installation of heat pump at OSB. Heritage Society paid a recent visit to ascertain whether this was possible on a building with heritage status.

Vandals broke the safe box to OSB. Michelle has replaced it.

5-3 Compliance Certificate

As per e mail forwarded to Jackie from Chris:

“Entry ramp and deck – this is now complete and the invoice is with Ken and Cameron for payment.

1. Items for CCC

- ***I received the updated fire report yesterday but haven't had time to review it yet. Will look into it next week when we look to alter the existing architectural drawing to suit the changes in the report.***
- ***Now I have the fire report, I can get in touch with the fire services company to complete the signage and required upgrades to the exit signs. I'll source a quote for this work.***
- ***Mike the builder is chasing the quote for the replacement door. He has completed most of the required items for the CCC. He just needs to replace the door and secure the sheet of cladding once the inspector has cited his new flashings. No invoices have been issued for this work yet.***
- ***Once all the items above are complete, I'll book another final inspection. Hopefully December.”***

Jackie has had quote forwarded from Chris - CT.Joinery Total amount = \$2,333.09

Quote approved by Committee and Jackie has sent e mail to Chris (as he was absent at meeting) advising him of authorisation of this amount.

6. HALL MAINTENANCE /BUILDING PROJECTS

Community Hall Renovation Design

The following are still outstanding:

6-1 Painting

No firm quote or date to hand.

6-2 Foyer Carpet

Ken to obtain samples. Tricia knows of carpet layer.

6-3 OSB Roof Replacement

Jackie has applied for Regional Historical Grant

We need to get written permission from the Council as land owner to get approval to erect temporary fencing and scaffolding on area which is bigger than the footprint of the OSB. Cost of this \$1600.

Supply of new roof which includes guttering	= \$18,000
Scaffolding	8,500
Temporary fencing	1,200

7. COUNCIL/LOCAL BOARD REPORT

No report to hand.

8. COMMUNITY PROJECTS

GERG Greenhithe Emergency Resilience Group

Michelle commented.

Amanda has received a grant for generators, radio and chainsaws. Generator will only run lights due to way power has been set up (two phase). Should we need cooking facilities in event of disaster fire department has gas barbecues.

9. MARKETING AND PUBLICITY

Tricia will submit a write up together with a photo to be inserted in next edition of Greenhithe Life about the AGM celebrations.

10. GENERAL BUSINESS

Grant Nye has updated Web site i.e. reconfigured Minutes page and made changes to Committee members page. Michelle will submit photos to be put on website.

Sign for OSB. Tricia presented a suggestion of a design that Nika had obtained from a signage website. Tricia commented that OSB needs to be waterblasted.

Ken to update Annual Charities Return

Ken to liaise with Mick re changes to Constitution.

ADJOURN There being no further business the meeting was adjourned at 8.58 p.m.

NEXT MEETING(s)

The next regular Committee meeting will be on Wednesday 4th December 2024.