Cawood Old Boys School Management Committee

Minutes of the Old Boys’ School Management Committee Meeting

held in the Old Boys School

at 7.00 pm on Wednesday 5th April 2023

1. Welcome and introductions

Members Present: Cllr Horsfield; Cathie Carr; Marion Cass; Linda Moore; Susie Gowlett (Parish Clerk & OBS Bookings Secretary)

1. Apologies

Cllr Lunn was not in attendance

1. Minutes of OBSMC Meeting held on the January 2023
	1. Confirmation of true and correct record **Agreed**
	2. Matters arising from the Minutes not already on the agenda
2. Treasurer’s report **Received**

**Contribution owed to the Parish Council, cheque raised**

**Add Linda Moore to the bank mandate Action: Treasurer**

1. OBSMC membership

**OSBMC membership is now full with the exception of Feoffee members, the Feoffee’s previously advised that they do not have the capacity to offer representatives**

1. Safeguarding

**All safeguarding reports to be made to the Clerk in the first instance**

**Suggestion that a paragraph on safeguarding added to the hire agreement**

**Agreed, Action: Cllr Horsfield, Clerk**

1. Repairs, replacement and maintenance
	1. Cooker
	2. Toilets
	3. Water boiler

**The water boiler was removed and made safe, paid for by the Feoffee’s. The OBSMC await further information from the Feoffees as to whether it will be replaced.**

* 1. Signage

**3 x blinds need fixing, and the centre of the floor has holes in**

**Action: Cllr Horsfield to add to safety report**

1. OBS Fees
2. OBS calendar changes
3. Feofees
	1. Hire agreement

**The Feoffee’s solicitor is in the process of updating the hire agreement**

* 1. Update in renovation progress
	2. Next steps

**Cllr Horsfield has had correspondence with the Feoffee’s, no progress to report.**

**Request attendance of Feoffees at the next meeting for an update**

**Action: Cllr Horsfield**

1. Marketing the venue **Defer to July meeting**
2. Actions
3. AOB

**Fire Safety Risk Assessment updated and needs to be signed by OBSMC and regular users**

 **Action: Clerk to email out to all**

**Parking continues to be an issue, OBSMC to research removable bollards and make proposal to the Parish Council Action: Cathie Carr, Cllr Horsfield**

**Suggestion of a quick release button on the door, to research**

 **Action: Cathie Carr, Cllr Horsfield**

**SDC Commercial Waste, request recycling bins Action: Clerk**

**Tap to accessible toilet is running slow, clerk to check isolator Action: Clerk**

1. Date of next meeting July 2023, date TBC, a Wednesday at 7pm.

There being no further business the meeting closed at 2000hrs