

# Minutes

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## Monthly Meeting

**Date/Time:** 11<sup>th</sup> May 2011 @ 8pm  
**Location:** Scout & Guide Hut

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### 1. Apologies

Apologies received from Trevor, Crystal, Jules & Kathryn

### 2. Minutes of previous meeting

Sorry these were not recorded officially. Items discussed at the previous meeting included:

Outdoor Lighting,  
First Aid Kits,  
Birds Nest removal from Kitchen,  
Crockery,  
Keys and  
Indoor Lighting.

### 3. Treasurers Report

Bank account balance currently stands at £1021.71  
Books have been audited – 12<sup>th</sup> March 2011 by Cameron Herd  
Rent required from a couple of groups.  
All bill payments currently up to date.

### 4. Hut Maintenance

Store Room – Top of door needs filling and architrave fitting. **Action MR**  
Buy Ultra-Sonic Mouse deterrent for main hall. **Action GS**  
Replace ducting for Kitchen Extractor. **Action TBA**  
Purchase Heavy Duty outdoor lock and spare keys. **Action TM**  
Fire Circle – Still incomplete, should arrange a working party to complete this. **Action TBA**  
End Wall Cupboards : Mice living inside, and contents getting damp. Proposal to paint outside and interior wall with a sealing paint.  
Damp spot on ceiling becoming a main concern – Quotes to be obtained for rectification. TM and BF to investigate and possible grants for asbestos roofing replacements. **Action TM & BF**



#### **5. AOB**

Fundraising was discussed in light of the potentially costly repairs the hut is facing.

Bag Packing at Clacton on Sea Tesco. **Action TM**

Waitrose Charity Collection - **Action KP**

Pampered Chef Evening – Sept 29<sup>th</sup> Time TBA – **Action DH**

Interior Decorating – **Action PB & Scouts**

#### **6. DONM**

AGM 15<sup>th</sup> June 2011 at 7.30pm

Notifications: Parish Magazine – BF  
Primary School – TM  
Post Office & Village Noticeboard - TM  
Groups - PB