

**THE ARC**  
**(The Adult Resource Centre)**

**MINUTES**

Meeting held on Thursday 7<sup>th</sup> December, 2017

Attendees: Mrs Jackie Hansen (Chairman)  
Ms Julie Willers (Treasurer)  
Mrs Jill Maloney (Secretary)

1. Chairman opened meeting at 17.50 hrs
2. Apologies for absence: Mrs A Livermore - Safeguarding & Liability
3. Minutes of last meeting were approved and signed by the Chairman, Jackie Hansen  
Seconded by Julie Willers, Treasurer.
4. **Chairman's Remarks:**  
Committee Members advised Patt Testing had been carried out on all Electrical equipment owned and used by the Club. Safety Certificate issued and passed to Kerry Mumford & Sue Caine (Manager's Harty Hall), for safe keeping.  
  
Chairman advised thank you letters from the ARC had be sent to the following people for their help and support of the club:  
  
Maggie for her donation from monies made on her Christmas stall of handy crafts and the tom bola.  
  
Adaptive Link for supplying the Musical Christmas Tree and waving all costs.  
  
Peter Waller for purchasing and donating the clubs PA Systems.  
  
Joanne who has kindly offered to come along to the group once a month for Pom Pom Dancing, free of charge and has agreed to accept mileage of 25pence per mile.  
  
Committee Members were advised new board games are required by the Club and the Chairman would look into this. Jackie Hansen advised the Committee they would be advised of costs before purchasing.  
  
The Chairman informed the Committee Members that in the New Year Peter and some Members from the Den will not be attending the ARC on the first Friday of each month due to their Swimming and Trampoline sessions being changed.  
  
Committee Members will organise a Botecha Challenge in the New Year.
5. **Treasurer's Report**  
All members were handed a Balance sheet by the Tresurer for their records.  
Funds amounting to £940 .

The Committee were informed by the Treasurer a donation of £1,000 has been agreed from the Community Foundation to spend on Sensory Equipment for the group. Fibre Optic Lights were suggested and agreed and will be purchased by 14<sup>th</sup> February.

Committee Members were also told £3,000 has been donated to the group from One Stop Carriers for Music Therapy and will be used for courses with T.I.M.E. The Treasurer advised £1,500 was asked for to cover monthly sessions, One Stop Carriers increased the request to £3,000 which will enable members to have music sessions twice monthly with T.I.M.E

The Chairman will speak to Mark from T.I.M.E. to negotiate a reasonable price for regular music sessions. She will e-mail advising T.I.M.E that The ARC have been awarded funding and would like to meet him to organise sessions on a Friday from 10 - 1.30pm.

Julie Treasurer to order Sensory Equipment after it was agreed  
Positive Support Play Kit = £150.00  
Projector Kit = £575  
Tactile Kit = £150  
Blackout Tent = £115

A representative from the Community Foundation will come to the ARC to meet the group and advise whether further funding can be applied for. Date to be confirmed.

**Secretary**

Nothing to report

**Any Other Business**

Chairman suggested flowers should be purchased for Jo (Pom Pom Dancing) and Laura (Singer) thanking them for offering their services free at the forthcoming ARC Christmas party This was agreed and Treasurer will purchase. Treasurer will also purchase Chocolates and Biscuits for Staff and Residents at Harty Hall.

A check list of food for party was also discussed. Committee members were making donations of food to the Christmas Party along with members.

Date of Next Meeting: Thursday 11<sup>th</sup> January at 1700 hrs

The Chairman closed the meeting at 19.25 hrs

Proposed ..... Date .....

Seconded ..... Date .....