

BRAMPTON PARISH COUNCIL

CHAIRMAN: John Michael Bainbri



Draft Minutes of the Village Facilities meeting held at The Memorial Centre on Wed 8th June 2022 at 7.00pm.

Present: John Childs, Chairman, (JRC), Mike Bainbridge, (JMB) Jon Chitty (JC), Mike Shellens, MS, Ron Stevenson, (RS).

1. To Elect a Chairman.

JMB proposed JRC, MS seconded, all agreed. JRC accepted the office.

2. Apologies

Nigel Maggs

3. Public Participation – User Group Representations.

None.

4. To receive and approve the minutes of the meeting held on the 7th March 2022

The minutes had been approved at the Parish council meeting held on the 16th March therefore were taken as read. JRC signed the minutes.

5. To receive an update about the resolutions from the above meeting.

- 5.1 4.1 To prepare a sign for the rubbish bins in the MC car park. Outstanding.
- 5.2 4.2 To prepare a sign for the rubbish bins in the MC car park. Outstanding.
- 5.3 7.2 Consideration to install an automatic door for the benefit of wheelchair users. JRC said that this had been budgeted for and he had 2 more quotes to come.
- 5.4 5.2 Buildings to be re-evaluated for insurance purposes. A surveyor is attended the sites on the 15th of June.
- 5.5 8.3 JRC and Clerk to meet at MC to decide upon changing lighting to LED. Outstanding.
- 5.6 8.5 To accumulate further quotes for the repair/replace of flat roof at MC. JRC has contacted the company recommended by ex-councillor Glen Brown for a quote.
- 5.7 7.3 Consideration to the install of double-glazed windows. Awaiting 2 further quotes.

6.0 Village Facilities; General:

6.1 General Matters

None

- 6.2 To agree to add to booking form requirements for running over allocated time – time and a half to be deducted from deposit or to be invoiced for.

The bookings clerk is to forward the booking Terms and Conditions to JRC who will consider some appropriate wording. In addition, a notice should be placed in the halls informing users that a portion of any deposit paid will be lost if the booking over runs.

6.3 Hire charges overall

To be deferred to the next meeting when the charges will be reviewed.

7.0 Brampton Park; Lady Olivia Centre:

7.1 General, the Clerk raised several points.

7.1.1 Still awaiting the sign to be placed on the building. This was delayed by planning. It was decided to place the sign.

7.1.2 To consider storage for users' equipment. It was agreed to look into the cost of a porta cabin to be placed on the hard standing to the rear of the building.

7.1.3 There is currently only 1 male and 1 female toilet leading off the foyer area. Will these be sufficient when holding a large event? It was agreed that at such times the toilets in the changing rooms will be made available for use.

7.1.4 The insurance needs to be increased to cover the contents of the centre. It was agreed to increase this to £150,000.

7.1.5 The hall will still echo even once the curtains are in place, to consider a solution to this. JRC said it may be necessary to add sound mufflers. However, this will wait until it is realised that this is necessary.

7.1.6 The fire officer highlighted the need for intumescent strips to be placed in the fire doors plus the need for a fireproof shutter to be provided between the kitchen and the foyer. This issue is to be pursued.

7.1.7 TV screens in the changing rooms. These are to be removed and replaced when needed. This is to prevent damage caused by steam etc.

7.1.8 A user has asked if blinds are to be placed over the windows at the back of the stage. The response was not at this time as once the backdrop curtains are in place the windows will be screened.

7.1.9 The contractor installing the lighting mentioned that there is no lighting on the stage and once the stage curtain is closed it will be very dark. It was decided not to provide lighting as the curtains will remain open unless closed for a purpose.

7.2 To agree quote received from CB Property Services for cleaning.
The company had provided charges for various zones. It was decided, at first, to opt for cleaning zone one on an ad hoc basis until the centre is in full use.

7.3 To agree usage of the foyer area.
This is still to be decided. However, MS suggested the purchase of some small cupboards, low tables, and a few chairs both adult and child size. This was agreed by all.

7.4 To agree capacity of the hall & foyer following Fire Officer visit, as per instructions. The Fire Officer had provided a method of working out the capacity. It was agreed when sitting around tables and eating initially 80 people could be accommodated. There are 7 exit points in all in the main hall which would greatly increase the number of people to be accommodated when standing and no tables present.

7.5 To consider a sub-meter for electric vehicle charging points.
It was agreed not to provide a sub meter.

7.6 To consider points raised in NALC LTN 89
The notice points out that a Parish Council without General Power of Competence is unable to make a profit from either charge units or solar panels. No decision was taken at this meeting regarding the operation of the Electrical Vehicle charging points.

7.7 To discuss arrangements for a formal opening event for the centre.
It was decided to set the 10th of September as the date for the formal opening of the centre. The centre would be open from 10 am to 4 pm with staff serving tea, coffee, soft drinks and biscuits while councillors were available to show attendees round and explain the operation of the centre.

7.8 JC raised his concern regarding the security of the front door, and it was decided to change this to a more solid type of door. JRC will action this.

8.0 Community Centre:

8.1 General

8.1.1 the Clerk mentioned that the lock on the front door had failed on the evening of the 1st of June and that a locksmith had to attend on the 2nd of June to replace the lock. This had, unfortunately, incurred a bank holiday call out fee. However, the building was made secure before any unfortunate incident occurred.

8.1.2 To agree Wi-Fi boost option from Askit.

As the Wi Fi hub is in the meeting room the signal can be very poor. AskIT had provided 2 quotes for a solution to this. It was agreed to accept the quote costed at £275.87.

9. Memorial Centre:

9.1. General

Nothing raised for discussion.

9.2. To agree Wi-Fi boost option from Askit

The Wi Fi does already have a booster situated in the caretaker's storeroom. However, users of the Community Room often struggle to get a signal. AskIT had provided 2 quotes for a solution to this. It was agreed to accept the quote costed at £275.87.

9.3. Decision to be made regarding the Cricket Team's use of the Memorial Centre for the 16 weeks of the season (14th May – 27th August inclusive).

As the season is halfway through and RS mentioned that as far as he was aware the cricketers don't use the building. He will make further enquiries.

EXCLUSION OF THE PUBLIC AND PRESS

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

10. Confidential Matters

There were none.

11. Next Agenda Items

Nothing currently.

Signed:
Chairman

Date: