

BRAMPTON PARISH COUNCIL

CHAIRMAN: Alan Mellor

Clerk to the Council: -
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Draft Minutes of meeting of the **Village Facilities Committee** held
in the Memorial Centre, Thrapston Road, Brampton
on **Tuesday 30th January at 7.00pm.**

Present: John Childs (JRC), Margaret Footner (MF), Mike Shellens (MS), Jon Chitty (JC),
Sue Clarke (SC), Brian Hodgson (BH).

In attendance: Tess Rogers, Clerk.

1. **Apologies** Nigel Maggs
2. **To receive and approve the minutes of the meeting held on the 8th of November 2023.**
MF proposed acceptance of the minutes as being a true record of the meeting, seconded by BH and agreed by those present at the meeting.
3. **To receive an update about the resolutions from the above meeting and agree any action required going forward.**
 - 3.1 MC lighting to be changed to LED, this is to be done in the spring. – Outstanding with JRC and Clerk.
 - 3.2 The repair/replacement of the flat roof at the Memorial Centre – JRC will check for leaks, a quote has been received for £62,249.60 from Surebuild. – this is not considered urgent at this time and will be reviewed once checks have been carried out. – outstanding with JRC and the Clerk
 - 3.3 To place The Lady Olivia Centre sign on the building – To be undertaken in the Spring.
 - 3.4 To purchase small cupboards and chairs for the foyer area. JRC to send illustrations to the Clerk – JRC will forward these to the Clerk.
 - 3.5 Hearing Loop at the LOC – following receipt of the quote JRC has taken contact details for the company -Contacta- he will call them to gather more details.
 - 3.6 Purchase of a piano – JRC has identified a possible digital piano costing approx. £700 (agreed £1,000) JRC to send link to Clerk.
 - 3.7 To consider the commencement of the project to renovate the kitchen and storage area at the Community Centre, Surebuild have supplied a quote for this. In addition we have been advised that a new boiler is required.
 - 3.8 The sound-proofing curtains at the LOC are too long, - JRC has contacted the curtain suppliers who have agreed to come out and assist with correcting this.
 - 3.9 JRC to prepare a new sign for the MC car park saying that the car park is for use the MC users only – this is to be re-visited as ongoing discussions see item 6.1 below.
 - 3.10 JRC reported that the passivent system is not working as cold air continues to blow through these. The equipment manuals should be consulted following which the appropriate company

will be consulted. - The Passivent instructions were handed to JRC, although the system appears to be working correctly at the current time.

- 3.11 The door between the hall and the corridor should be a fire door, quotes required, NM to approach Brampton Builders for a quote for this work – This item to be carried forward as NM not at the meeting to provide an update.
- 3.12 40 dinner plates to be ordered for the Memorial Centre - Clerk reported these will be ordered.

4. Brampton Park; Lady Olivia Centre:

- 4.1 To consider the acceptance of the quote received for a hearing loop. - JRC has taken the contact details from the company supplying the only quote – Contacta – he will call them to gather more information.
- 4.2 Passivent instructions were handed to JRC.
- 4.3 To consider painting the front of the stage black. - This was discussed and agreed that the stage would be painted black, and the finish will be satin.
- 4.4 EV charging points – the administration of same. - It was agreed that, once the Parish council has possession of the car park an external company will be approached with a view to their managing the units.
- 4.5 Instruction guide required for the use of the lighting, sound system and microphones. JRC has taken photographs, and he will put this together.
- 4.6 Do we still require any further help regarding the stage lighting/sound set up? - We will require the help of Tom Askew at the Lady Olivia Centre (LOC) to sort the equipment once AV have returned to prepare a wiring plan etc.
- 4.7 It was proposed to hold a launch party for the LOC on 7th September. JRC has agreed to put together a draft plan of events.
- 4.8 General – nothing further to discuss.

5. Community Centre

- 5.1 Renovation – To consider painting the front of the building. – Simon Fletcher and Surebuild will be asked to quote for the re-painting and/or replacing the rendering on the building.
- 5.2 To note the Fire Risk Assessment (carried out in March 23 but not received until November). It has also been recommended to install a Fire Alarm System along with a fire door between the hall and corridor.
- 5.3 JRC will refresh the quotes for new doors and windows and wheelchair access.
- 5.4 General nothing further to discuss.

6. Memorial Centre

- 6.1 Continued use of the car park by attendees of the commercial business sited opposite. MS met with the owner of the Family Hub. A further meeting is to take place as nothing was decided.
- 6.2 More disabled spaces needed for disabled users' cars. – This was discussed and agreed that two more disabled spaces are to be marked out in the car park.
- 6.3 To find a solution regarding the youth club requiring the full use of the centre while the Bridge Club have use of the Community Room. - MS declared an interest. MF said that the Bridge Club should move and suggested that they meet in the afternoon. It was also asked if the Youth Club could meet at the LOC, times and availability are to be checked.
- 6.4 Football use of the centre on a Saturday. JC has prepared some figures showing how much the playing fields cost to maintain 2022 – 23 (£10,813 plus weedkiller & labour on the field £14,353) and grant funding to be received from the Football Association (FA) over 6 years (£31,090). £19800 has been received to date). Therefore, expenditure pa= £25,166 x 6 = £150,996 over

£31,090 (£119,906). Confirmation needs to be obtained from The Spartans regarding the following points:-

1) How they will sustain the clubs once the funding from the FA is finished.

2) What time do The Spartans finish on a Saturday morning.

6.5 Moving forward, the agreement was reached that the halls at the Memorial Centre will not be hired out on a Saturday morning whilst the football teams are playing at home due to the car park being unavailable to hirers.

6.6 General, nothing further to discuss.

7. All Buildings

7.1 Consideration to arrange a utilities person to visit and check all gas and electricity meters as there is confusion over smart meters and actual readings. – After full discussion it was agreed that this is implemented.

7.2 To discuss if there is a need to carry out Legionella testing. – A discussion took place and it was agreed that quotes were to be obtained for the cost of Legionella testing.

7.3 To note latest news regarding The Terrorism (Protection of Premises) Bill also known as Martyn's Law.

Martyn's Law is currently going through parliament, but, if this is approved it will result in the need for changes to be made to the security at all our buildings. Noted.

7.4 To consider the new Fire Safety Legislation Changes.

Noted. Information was brought to the meeting to ensure Councillors are aware of their responsibilities.

8. Next Agenda Items - There were none at this time.

Meeting finished at 8.50pm