

BRAMPTON PARISH COUNCIL

CHAIRMAN: John Michael Bainbridge

Minutes of the **Village Facilities Committee** meeting
held at The Community Centre, High Street
on **Monday 5th Sept 2022 at 7.00pm.**

Present: John Childs, Chairman (JRC), Mike Bainbridge (JMB), Catriona French (CF),
Nigel Maggs (NM).

In Attendance: Tess Rogers, Clerk

1. Apologies

Jon Chitty, Mike Shellens

2. To receive and approve the minutes of the extra ordinary meeting held on the 17th of August 2022

All agreed that the minutes were a true reflection of the meeting.

3. To receive an update about the resolutions from the meeting held on the 8th of June 22.

3.1 5.1, 4.2, 5.5, 5.6, 5.7, 7.1.1, all awaiting action by JRC.

3.2 7.1.6 Fireproof shutter between the foyer and kitchen at the Lady Olivia Centre – JRC to consider in depth when he visits the Centre on the 6th of September.

3.3 7.1.7 Gordon Tait is to be asked to remove the TV screens in place in the changing rooms of the Lady Olivia Centre.

3.4 7.3 JRC is to forward an illustration of chairs and tables required for the foyer of the Lady Olivia Centre.

6.2 The bookings clerk has forwarded the new terms and conditions of hire to JRC. These are now being distributed to the Centres' users.

4. Brampton Park; Lady Olivia Centre:

4.1 To consider the updated quote for the kitchen alterations.

Following discussions between Malcolm Beswick, Nigel Maggs and Jon Chitty further alterations had been considered and a new quote of £4,605.00 had been received. It was agreed to accept this and to get the work done as soon as possible in order to honor a large event taking place at the end of September, for which the booking had been taken over a year ago, envisaging that the centre would be completed by the event date.

4.2 To revisit the quote received for a fire shutter between the kitchen and the foyer. JRC is to consider this in more depth when he visits the Centre the day following this meeting.

4.3 The staging fit out company are back on site the day of this meeting therefore to discuss any matters that need to be raised with them whilst on site. This with the contractors. There is a debate as to where the projector is to be mounted. JRC will visit the site, as above, to discuss this with the contractors.

4.4 The storage container is now in position on site, to agree the quote received for supplying lighting to it and any other work required, ie painting. A quote of £480.00 had been received and it was agreed to accept this. The container will be painted in an unobtrusive colour i.e., green.

4.5 To agree to provide a trellis alongside the side fence of the Centre (18 Stocker Close).

This was agreed which when added to the fence top, would be taller than the container, mentioned above, thus hiding the container from the view of the householders and providing them with greater privacy.

4.6 To retrospectively approve the quote received for acoustic sound proofing.

The sound proofing is urgently needed to provide a better sound quality within the hall and to hold the sound in the hall rather than surrounding residents complaining of too much noise. It was agreed to retrospectively agree the quote of £7,708.83.

4.7 To consider staffing of the Centre at the weekends when one off, large events are taking place.

It was agreed that a 'users' folder' should be produced and left available for hirers of the hall. When large events are taking place, outside of regular office hours when a member of the Parish Council staff will be available daily, these will be considered on an individual basis.

4.8 Hire fees

This item was deferred to a meeting near the end of the year, in the meantime large events will be priced upon application.

4.9 Warm space

The provision of a warm space being made available to residents unable to heat their homes, has been raised by the Village Hub. A discussion took place, and it was agreed that such spaces are available whilst the library sessions, befrienders and day care sessions are in progress at the Parish Council's other centres. Therefore, it was felt that provision was in place at this time and, if found to be necessary, will be further considered at a later date.

4.10 General

No matters arose.

5. Community Centre:

5.1 Warm Space

As 4.9 above.

5.2 General

No matters arose.

6. Memorial Centre:

6.1 Patio area outside front door is lifting, suggested action?

An incident had occurred where a child had tripped over a slightly raised paving slab. The slabs are lifting due to the tree roots. In this instance the slab was lifted, the tree root chopped and the slab re laid flat. Therefore, this process will be carried out where any other slabs are lifting.

6.2 Warm Space

As 4.9 above.

6.3 General

No matters arose.

7. Update on the fob security system and the need for future caretaking staff.

This has now been fitted in all three centres. It is hoped that, in time, all three will be operational from the Parish Council office at the Memorial Centre. For the time being the Lady Olivia Centre has a stand-alone system, as does the Memorial Centre. A Laptop will be needed for making changes at the Community Centre until the integrated system is live.

8. Next Agenda Items

No matters raised at this time.

The meeting was closed at 8.40pm

Signed:
Chairman

Date: