

BRAMPTON PARISH COUNCIL

CHAIRMAN: John Michael Bainbridge



Minutes of the **Village Facilities Committee**
meeting held at The Lady Olivia Centre, Central Avenue, Brampton Park
on **Mon 7 March 2022 at 19.00.**

Present: John Childs, Chairman (JRC) Mike Bainbridge, (MB), Jon Chitty, (JC),
Margaret Footner (MF), Simon Jordan (SJ), Mike Shellens (MS).

In Attendance: Tess Rogers, Clerk.

1 Apologies

Catriona French, Ronald Stevenson

2 Public Participation – User Group Representations

None.

3 To receive and approve the minutes of the meeting held on the 1st of November 2021.

The minutes had been noted and accepted at the Parish Council meeting held on the 18th of November 2021 therefore were taken as read.

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

4.1 To prepare a sign for the rubbish bins in the MC car park – outstanding

4.2 A sign is required showing the location of the public conveniences – outstanding

4.3 Provision of a wi fi booster in the community Centre – awaiting response from the IT company.

All other resolutions have received the appropriate action or are covered within this agenda.

5 Village Facilities; General:

5.1 Care taking issues following the resignation of one of the assistant caretakers.

JRC will prepare some wording to be included in the Brampton Magazine and further discussions will take place at a Personnel Working Group meeting to be arranged in April.

5.2 The centres need re valuing for insurance purposes.

The Clerk advised that she had contacted Brown & Co, local land evaluators but has yet to hear back. JRC will follow up on this contact.

5.3 Use of the bunting for the Queens Jubilee.

The Parish Council has some length of bunting. The Events Group has asked if this would be available to them for use over the Jubilee weekend in June. As the bunting will be required around the Parish Council's own centres the Events Group will be asked to purchase what they need.

5.4 To consider any quotes received for utilizing door fobs on the community centres.

Two quotes had been received. The Clerk will chase on clarity on that received from the company that recently supplied the new CCTV system. Following which a recommendation will be made to the Parish Council.

5.5 General matters

Nothing raised.

6 Brampton Park; Lady Olivia Centre

6.1 Charge rates need to be confirmed.

A draft document setting out rates had been produced in April 2021. This was discussed and agreed that these would be the charges set upon the opening of the Centre and to be reviewed once the running costs for the Centre were established.

It was agreed that the fire officer would need to visit to ascertain the correct seating/standing capacity of the centre

6.2 Opening date for review

The opening date for the Centre has been held up due to fit out equipment being on long lead times. It was agreed to set opening to coincide with the Jubilee weekend, therefore the 3rd of June.

6.3 Additional staffing required?

A discussion took place where it was agreed that it was likely an administrator would need to be available daily. However, the finer points will be discussed at a Personnel Working Group meeting. MS declared an interest in the discussion as one of the Parish Council's current employees has been working for him personally (grounds work).

6.4 Reclaim of electricity produced by the solar panels.

The Clerk has approached three different utility companies who have said they would not be able to supply the Smart Export Guarantee program to the Parish Council. MS volunteered to take this issue on. The Clerk will forward any information she has to him.

6.5 Administration of charging points.

Huntingdon District Council will be approached to find out how they operate any charging points for which they are responsible. It was also suggested the machines be changed so they accept coinage rather than tokens. JRC undertook to do some research and will report back at the next meeting.

7 Community Centre.

7.1 To consider quote(s) received for new doors and windows.

JRC presented a quote received from St Neots Windows which appeared very reasonable. JRC proposed, seconded by JC that the Parish Council be asked to agree to a spend of £10K subject to a competitive quote, which he will seek prior to the next Parish Council meeting. Huntingdon District Council will be informed once a decision is taken.

7.2 5-year electrical inspection – remedials and recommendations

Awaiting the report from the electrician who carried out the inspection. The Clerk has requested this.

(note following the meeting: The report has been received on the 8th of March with 3 minor remedials required).

7.3 To review the charging rates

It was agreed to keep the rates as they are currently.

7.4 General

Nothing raised.

8 Memorial Centre

8.1 To review the charging rates.

It was agreed to keep the rates as they are currently.

8.2 5-year electrical inspection – remedials and recommendations.

Awaiting the report from the electrician who carried out the inspection. The Clerk has requested this.

(note following the meeting: The report has been received on the 8th of March with 9 minor remedials required. The work required in the workshop needs to be carried out before the

electrician can offer a 'pass' certificate).

8.3 To consider changing all the lighting to LED

JRC will meet with the Clerk at the centre to discuss this point. It was agreed that the every other bulb will be removed from the external lighting, as the centre is very brightly lit at night, and this in turn will help to save costs.

8.4 To consider any quotes received for the installation of the new projector (if any available).

The electrician is awaiting information regarding the beam to which the projector is to be suspended from, to ensure it can take the weight. JC and Glen Brown are to meet at the Centre on the 10th of March to discuss the operation of the projector.

8.5 To consider a quote received for the flat roof resurfacing.

JRC had sourced one quote to overlay the existing roofing. To provide a ten year guarantee would cost £46K, to provide a twenty year guarantee would be £60K. Two other quotes were required, to be brought to a future meeting before a decision can be taken.

8.6 General

Nothing raised.

9. Play Areas

This item is now the responsibility of the Sports & Recreations committee.

10. Next Agenda Items.

The cleaning of the Lady Olivia Centre, quote received.

The meeting was closed at 20.45

Signed:
Chairman

Date: