

MINUTES OF THE COMMUNITY CENTRE COMMITTEE MEETING OF
KEMPSEY PARISH COUNCIL HELD ON
TUESDAY 20TH SEPTEMBER 2011
AT 7.30 p.m. AT KEMPSEY COMMUNITY CENTRE

Present: - Mr. A Hay (Chair), Mr. K Blackwell, Mr. A Rea, Mr. D Harrison, Mrs. P Gerrard and Mrs. A Hart

In Attendance: 2 Parishioners

- 1. Apologies for Absence:** Mr J Michael (work commitments) accepted
- 2. Declaration of Interest** – Personal & Prejudicial Mr Hay declared a non prejudicial interest in that his grandchild attends Magic Moments nursery – Agenda item 8. to be discussed in confidential session.
- 3. Open Forum** – No Open Forum discussion
- 4. Update**
 - a. Consultant Report: Members of the Committee expressed their deep disappointment in that no report had been submitted from the surveyors. A proposal was made by Mr Rea not to pay the invoice and reject the report due to waiting over 6 months and to write a stern letter to MHDC who provided the recommendation to the Parish Council. This proposal was seconded by Mr. Blackwell with all members in agreement to accept.
 - b. Kitchenette Area and associated works: Further quotations to be obtained by Mr Blackwell.
 - c. Replacement of flat roof over toilets: Mr Jarvis has been appointed to carry out these works which is anticipated to take place October/November time.
 - d. Alteration of the Tarmac Road Access – widen splay - Mr Blackwell to write a specification and obtain quotes for kerb stone edging
 - e. Installation of Bollards at the rear of the building on Car Park – Mr Rea provided three solutions:
 1. Steel/cast iron/concrete bollards

2. Parking blocks
3. Reorganise line painting

The favoured option being the parking blocks. Mr Rea to obtain further information.

- f. Roof Repairs – To be determined from Consultant's report. To place on the October Parish Council agenda to make a decision for emergency roof repairs.
- g. Other Repairs – To be determined from Consultant's report
- h. Installation of security door – Mr Hay to obtain quotes to install a security gate situated outside the Hair Gallery/entrance to Parish Council Office.
- i. Replacement Post Box – A need for a post box was identified at the front of the building. Mr Hay made a proposal to purchase and install a steel post box and keys at a cost of £39.00 and £7.00 respectively. This was seconded by Mr Harrison with all members in agreement apart from Mrs Hart who abstained from voting.
- j. Painting of Parish Office – A spec for the Parish Office is to be devised and quotes obtained.

5. Room 1

- a. Letting Agreements – To be discussed in Confidential Session.
- b. Access Arrangements – Highlighted the need for a caretaker. Spec to be devised and advertised locally.
- c. Pricing Structure, Payment and Costs – It was agreed not to increase the price of Room hire and to review again at year end. Mr Hay made a proposal where people do not pay on time that they should pay in advance in order to secure any booking. This was seconded by Mr Rea with all members in agreement to accept apart from Mr Harrison and Mr Blackwell who voted against.
- d. Furniture – Consideration was given to purchase 40 new chairs. Clerk to obtain prices to enable to budget for next financial year.

6. Camera Club

- a. Request for storage – A proposal was made by Mr Hay to authorise this request, but confirming the Parish Council would not accept any liability. This was seconded by Mr Blackwell with all members voting to accept.
- b. Screen in Room 1- The camera club were prepared to install a larger screen in room 1 on the authorisation from the Parish Council. A proposal was made by Mr Hay on the understanding that the original screen be replaced and décor made good if the club user left. This was seconded by Mrs Hart with all members voting to accept this proposal.

7. Centre/ Office Issues

- a. Passageway – A proposal was made for a Working Party to clear out the passage way utilizing the porta-cabin for storage. Costings to be obtained for steel shelving to be placed in the passageway.
- b. Parish Office Furniture and Ergonomics. A wish list of requirements is to be devised from the Parish Office.
- c. Photo Copier Costs and Replacement Options – To obtain quotes/costings from our current provider.

8. In Confidential Session: Resolution to exclude the public and press

- a. Review of Tenants
- b. Current Issues and Problems.
- c. Utility Costs and Apportioning to Tenants.
- d. Security Issues.
- e. Internet.

All the above items under agenda item 8 to be discussed in confidential session to exclude the press and public.

MEETING CLOSED AT 10.07PM

S Baxter (Clerk)

22nd September 2011

