

**MINUTES OF THE COMMUNITY CENTRE COMMITTEE MEETING OF
KEMPSEY PARISH COUNCIL HELD ON WEDNESDAY 2ND MARCH 2011
AT 7.30 p.m. AT KEMPSEY COMMUNITY CENTRE**

PRESENT: - Mr. T Ward (in the Chair)

Mr. J Michael ; Mr. K Blackwell ; Mr. M Legg; Mrs. A Hart and Mrs. P Gerrard & Mrs. J Jones

IN ATTENDANCE: - Mr. D. Harrison

APOLOGIES FOR ABSENCE: Mrs. H Willcox

1. Completion of COMMA project

This project included completion of works to include replacing the windows, new ceiling, curtains, painting and decorating to Room 1. The cost above the grant to the Parish Council was approx. £400.00. The final stage of the project is to forward Documentary Evidence in completing the grant forms and publicize the availability of Room 1.

2. Urgent repairs – prioritization and how to succeed.

At the last Parish Council meeting a suggestion was made to have a professional assessment of the Community Centre building (exterior). Contact was made with a building Surveyor Mr. Guest (recommended by Malvern Hills District Council) who offered to produce a rolling programmed of repairs highlighting those most urgent at a cost of £750.00.

He will also project manage these works.

Mr. Harrison provided photographic evidence of areas of the building which required repairs. These included pointing issues in various places on the outside of the building, gaps in the brickwork, broken slates on the roof, holes, fascia pieces missing, cracks, coping stones and guttering and rainwater goods.

It was recommended to ask the Parish Council if they would agree to use the services of the building surveyor. All of the Committee was in agreement to this recommendation.

3. Improvements to Rear Corridor – work surfaces, cupboards, water heating, sink unit, rear door, and repositioning of radiator and step ladder.

Mr. Harrison provided a specification of works that needed attended to. **Please refer to attached.** The improvements would increase the sale ability of Room 1 hire. Mr. Harrison demonstrated how the kitchenette area in the rear corridor may look and the projected costs of approx. £1100.00. Plumbing issues were addressed to include heating and hot water provision. Priority is to be given to replacing the rear door for security purposes as per specification and quotes are to be obtained.

The Committee agreed they would like four separate hot water heaters installed in all the toilet areas as well as in the kitchenette area as oppose to using the existing water tank.

THERE BEING NO FURTHER BUSINESS, THE CHAIRMAN DECLARED THE
MEETING CLOSED AT 9.20 p.m.

Sharon Baxter
Clerk and RFO
4TH March 2011