

**MINUTES OF THE COMMUNITY CENTRE MEETING OF KEMPSEY
PARISH COUNCIL ON TUESDAY 17TH JUNE 2014 AT 7.30PM.
IN KEMPSEY COMMUNITY CENTRE**

PRESENT: - Cllr Geens, Cllr Blackwell, Cllr Bevan, Cllr Campbell and Cllr Gerrard.

IN ATTENDANCE: -

1. Cllr Trevor Geens was re-elected as Community Centre Committee Chairman
2. Apologies - None.
3. Register of Interests: Councillors were reminded of the need to update their register of interests.
 1. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature - None
 2. To declare any Other Disclosable Interests in items on the agenda and their nature - None

No questions during Public Question Time
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4. Having been previously circulated, the minutes of 25th February 2014 were signed as a true and correct record.
5. Matters arising from previous minutes: It was highlighted that the onus lies with The Nursery to supply their own replacement kitchen and not The Parish Council.
6. Report update since last meeting:
 - New safety signage has been erected.
 - New door/ frames to the Fire Exit in The Nursery has been fitted
 - New door/ frames had been fitted to the brick store and Hair Gallery
 - Brickwork to include pointing/repairs/work to airbricks had been carried out.
 - Two large arched windows serving the nursery on the front elevation of the Community Centre had been installed
 - Grill had been fitted to the cellar door
 - Cllrs Bevan and Blackwell had cleaned the lighting tubes/strips in Room1.
7. Cllr Bevan agreed to carry out a Risk Assessment of The Community Centre.
8. Two large arched windows serving the nursery on the front elevation of the Community Centre have been installed by Excel of Malvern and they have been thanked for a superb job well executed.
9. Cllr Geens to obtain two further quotations to upgrade the Fire safety system.
10. Cllr Blackwell to obtain two further quotations in respect of installing a sump pump in the cellar.
11. Cllr Geens to obtain First Aid Signs and First Aid Kits
12. Any Other Business –
 - Cllr Blackwell to purchase and install a new toilet roll holder for the disabled toilet.
 - Cllrs Bevan and Blackwell to inspect the leaking gutter by the front signage
 - Re-plastering upstairs in the nursery – In the first instance the ventilation needs to be installed prior to any plastering works. It was resolved that Cllr Geens obtains a quotation for

Action By

Cllr Bevan

Cllr Geens

Cllr
Blackwell
Cllr Geens

Cllr
Blackwell
Bevan/
Blackwell

supply and fit of a ventilation fan (with a humidity switch) prior to any plastering works commencing. Cllr Bevan agreed to obtain quotes in respect of the plastering work.

- Replace signage “Kempsey Community Centre” This is currently on hold until progress is formalised with the logo sign.
- Clerk to check if there is an obligation to supply T-Towels and dishcloths for users or whether to discard them for hygiene reasons.
- To establish costs for widening the drive so that cars can pass each other on entry and exit to The Community Centre (To consider using either use unspent monies or precept in 2015/16).
- The Committee resolved that a designated car park space for the Assistant to The Clerk was not warranted.
- It was felt beneficial if Users Groups on their first booking of Room 1 called into the Parish Office for a Tour of The Community Centre and so they could be reminded of their booking obligations.

Cllr Geens
Cllr Bevan

Action By
Clerk

Cllr Geens

Meeting closed: 8.42 PM

Sharon Baxter
Clerk

Signed Chairman Date