

**MINUTES OF THE COMMUNITY CENTRE MEETING OF KEMPSEY  
PARISH COUNCIL ON MONDAY 29<sup>TH</sup> SEPTEMBER 2014 AT 7.30PM.  
IN KEMPSEY COMMUNITY CENTRE**

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

**IN ATTENDANCE:** - No members of The Public present

1. Apologies - Cllr Blackwell (Personal)
2. 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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| 3. Having been previously circulated, the minutes of 17.06.14 were signed as a true and correct record.   |                                       |
| 4. Matters arising from previous minutes: <ul style="list-style-type: none"> <li>• Quotes have now been obtained in respect of the Fire Safety System. To be discussed at Agenda item 7.</li> <li>• A First Aid Kit and sign has now been placed in the kitchen area.</li> <li>• For hygiene reasons it was decided to discard the supply and use of T-Towels and dishcloths and for users to supply their own. The Clerk will communicate this message to each of the user groups. The Committee will look into supplying a paper hand towel dispenser in the kitchenette area.</li> </ul>   | Clerk<br>Cllr Geens                   |
| 5. Report update since last meeting: <ul style="list-style-type: none"> <li>A new grill has been fitted on the cellar door</li> <li>An extraction fan has been fitted in the nursery laundry</li> <li>An alarm is to be installed in the disabled toilets.</li> <li>A new toilet roll holder has been fitted in the disabled toilets.</li> </ul>  |                                       |
| 6. Cllr Bevan presented an update on The Community Centre Risk Assessment. It was agreed to purchase an incident book to keep with the first aid kit in the kitchenette area. The emergency exit signs, smoke detectors and fire assembly point are being addressed under the fire safety system and upgrade.(Item 7)<br>Cllr Bevan to make enquiries to see if there are a minimum number of people that a first aider is required. The emergency lighting is to be diarised to be checked on a 2/3monthly basis.<br>Cllr Geens to liaise with Sharron Chapman to request that the store cupboard be tidied up from a fire hazard perspective. | Clerk<br><br>Cllr Bevan<br>Cllr Geens |
| 7. Three quotations were considered by The Committee in respect of Fire Safety system and upgrade. A proposal is to be presented to full Parish Council to recommend the most favourable contractor.  | Cllr Geens                            |
| 8. A recommendation is to be presented to The Parish Council to purchase an electric sump pump, extension lead and flexible hose for the cellar. Cllr Bevan to devise a specification.  | Cllr Bevan                            |

<p>9. A proposal is to be presented to The Parish Council to purchase signage for above the canopy to The Community Centre together with some new car park signage.</p>	<p>Cllr Geens</p>
<p>10. The Committee reviewed the budget for 2014/15 to establish what monies were available to look into widening the driveway. Cllr Geens to obtain quotations. Cllr Bevan to also obtain some quotes for 'honeycomb paving'.</p>	<p>Cllr Geens/ Bevan <u>Action By</u></p>
<p>11. Any Other Business</p> <p style="padding-left: 40px;">Hair Gallery light fittings – The Hair Gallery has a problem with a fluorescent light that makes a humming sound. The current lease does not specify who the onus lies with for lighting.</p> <p style="padding-left: 40px;">Hair Gallery lease renewal – Cllr Geens to investigate changing solicitors.</p>	<p>Cllr Geens</p>
<p>Meeting closed: 9.16 PM</p>	
<p>Sharon Baxter Clerk</p>	
<p>Signed ..... Chairman ..... Date</p>	