

NOTICE OF PARISH COUNCIL COMMITTEE MEETING

I hereby give notice that a meeting of the **Building Management Committee** will be held in Brockworth Community Centre, on **Wednesday 18 June 2014 at 7.00 p.m.**

Members of the Committee are hereby summoned to attend for the business of considering and resolving upon the matters as set out below.

All residents of the Parish are welcome to attend and a 15 minute period of time will be set aside from 7.00pm to 7.15pm for members of the public to raise questions.

J Shirley

Julie Shirley (Clerk to the Council)
12 June 2014

AGENDA

- 367/BM TO RECEIVE APOLOGIES FOR ABSENCE**
- 368/BM TO RECEIVE DECLARATIONS OF INTEREST**
- 369/BM TO ELECT A CHAIRMAN FOR THE ENSUING YEAR**
- 370/BM MINUTES**
To approve the Minutes of the meeting held on 19 March 2014 (attached)
- 371/BM BUILDING UPDATE**
1. To receive the building report (attached)
 2. To receive a summary of community Centre usage (attached)
- 372/BM FINANCE**
1. To receive statements summarising profit & loss and running costs of the Community Centre (attached)
 2. To receive a summary of income and expenditure for the coffee shop (attached)
 3. To note that a further window blind track has been replaced in the main hall at a cost of £70+VAT
 4. To consider taking out an annual service and maintenance plan with Mitchell's for the new air conditioning at a cost of £75 per visit for 2 visits per year, excluding parts and materials.
 5. To consider carrying out the annual service of the sewerage pump at a cost of £325+VAT
 6. To consider having the sewerage pump wet well emptied and jet washed to clear fat and rag build up at a cost of £325+VAT.
 7. To consider re-coding the two community centre websites to allow the Twitter feed to the websites to work again at a cost of £75+VAT per website
 8. To consider the re-decorating quotes (attached)
 9. To review the coffee shop menu and prices and approve changes (attached).
 10. To review the trial unlocking system for Saturdays (attached)
 11. To consider carrying out the annual service of the clock at a cost of £192+VAT
- 373/BM CORRESPONDENCE**
To receive any correspondence for information.
- 374/BM DATE OF NEXT MEETING** - To note that the next meeting of the Committee will be held on **17 September 2014** at the Community Centre.