

BROCKWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE BUILDING MANAGEMENT COMMITTEE HELD ON WEDNESDAY 17 SEPTEMBER 2014 AT 8.00PM AT BROCKWORTH PARISH COUNCIL OFFICES

Present: Councillors: J Hunt (Chairman), Cllr C Neal, Cllr R Furolo, Cllr H Turbyfield, Cllr M Hobden
Mrs J Shirley (Clerk)

375/BM APOLOGIES FOR ABSENCE - None

376/BM DECLARATIONS OF INTEREST – None

377/BM MINUTES

The Minutes of the meeting held on 18 June 2014 were approved.

378/BM BUILDING UPDATE

1. The Committee noted the Building Update report circulated prior to the meeting.
2. The Committee reviewed the summary of community centre usage report. It was noted there had been a couple of enquiries to rent office 2, now used as an extra meeting room. It was agreed that the room is very useful as an extra meeting room and not to use to rent to a permanent tenant and this could be reviewed every 6 months or so.
3. The Committee discussed Christmas and New Year opening times and agreed to close at lunchtime on Christmas Eve and at lunchtime on New Year's Eve and the building will also be closed on the public holidays plus Friday 2nd January. Staff would need to use one day of holiday allowance for 2nd January. **Action: Clerk.**
4. The Committee agreed to adopt the Keep Safe scheme for the community centre. **Action: Clerk.**

379/BM FINANCE

1. To receive statements summarising profit & loss and running costs of the Community Centre
The Committee received the annual profit and loss statement and budget variance reports for the Year to Date.
2. Coffee Shop
The Committee noted the summary of the income and expenditure for the coffee shop.
3. The Committee reviewed the community centre website hosting arrangements and agreed to remain with the current supplier.
4. The Committee reviewed the Saturday unlocking arrangements and agreed to increase the unlock amount paid to staff to £6.50 per visit with effect from 1st October 2014. **Action: Clerk.**
5. The Committee discussed the budget in detail for 2015/16 and agreed to recommend to Full Council a community centre subsidy of £29,448 for the year 2015/16.
6. It was not agreed to install a wide-angled sensor on the external automatic door, pending further enquiries as to whether the timer can be increased so that the door stays open for longer. **Action: Clerk.**
7. It was agreed to purchase 2 new light-weight folding tables for the main hall at a cost of £81+VAT each. The two broken tables will be disposed of and Cllr Turbyfield agreed to take them away. **Action: Clerk.**

Signed

Date

380/BM CORRESPONDENCE

The Committee noted that there had been a request from a worker at the business park for an electric car charging point be installed at the community centre, however the Gloucestershire County Council grant scheme for this type of activity has ended. It was also noted that there was insufficient space at the community centre. The Clerk had forwarded the request to Goodmans who manage Gloucester Business Park, who confirmed that they had also looked into the installation of electric charging points but found it not to be commercially viable.

381/BM DATE OF NEXT MEETING

It was noted that the next meeting of the Committee will be held on Wednesday 17 December 2014 at the Community Centre.

There being no further business, the meeting closed at 9.40pm.

Signed

Date