

BROCKWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE BUILDING MANAGEMENT COMMITTEE HELD ON WEDNESDAY 19 MARCH 2014 AT 8.00PM AT BROCKWORTH PARISH COUNCIL OFFICES

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

359/BM APOLOGIES FOR ABSENCE
Apologies were received from Cllr Miles.

360/BM DECLARATIONS OF INTEREST – None

361/BM MINUTES
The Minutes of the meeting held on 18 December 2013 were approved.

362/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.

363/BM FINANCE
1. To receive statements summarising profit & loss and running costs of the Community Centre
The Year to Date and Budget Variance reports were circulated. Cllr Neal requested a breakdown of the "Equipment" purchased in the past 3 months. **Action: Clerk.**
2. Coffee Shop
The Committee noted the summary of the income and expenditure for the coffee shop. The Committee discussed joining the Fare Shares food scheme and agreed to trial it for 2 weeks. Cllr J Perez offered to collect the food from Stroud on the 2 trial week.
3. It was agreed to have two window blind tracks replaced at a cost of £130+VAT. **Action: Clerk.**
4. The Committee reviewed the room hourly hire rates; it was noted that the rates had not changed since the VAT increase in 2010. The Committee agreed to increase the rates by 5% for the conference room (£20.80 per hour), main hall (£14.50 per hour), small meeting rooms (£4.50 per hour), and boardroom (£14.50 per hour). The youth centre remains at £15.00 per hour; rates include VAT. The increase will be effective from 1st October 2014.

364/BM CORRESPONDENCE
None.

365/BM SEPARATE BUSINESS
Pursuant to 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it was resolved that, because of the confidential nature of the business to be transacted, the public and press were excluded from the meeting during the consideration of:

The Committee considered a proposal to lease the community centre kitchen / cafe to a commercial enterprise; the Committee decided that there was insufficient benefit to lease the kitchen / cafe to an external company and agreed to retain the running of the kitchen / cafe. The Committee agreed that the cafe menu needed updated and Cllr J Perez will liaise with the Catering Supervisor on a new menu and Cllr Furolo will assist with pricing the new menu items. **Action: Cllr Perez and Cllr Furolo.**

366/BM DATE OF NEXT MEETING
It was noted that the next meeting of the Committee will be held on Wednesday 18 June 2014 at the Community Centre.

Meeting closed at 9.20pm.

Signed

Date