

BROCKWORTH PARISH COUNCIL

MINUTES OF THE MEETING OF THE BUILDING MANAGEMENT COMMITTEE HELD ON TUESDAY 24 MARCH 2015 AT 7.00PM 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)

389/BM APOLOGIES FOR ABSENCE - None

390/BM DECLARATIONS OF INTEREST

Cllr Neal declared a pecuniary interest in item 393/BM.4 and would leave the room for that item.

391/BM MINUTES

The Minutes of the meeting held on 17 December 2014 were approved.

392/BM BUILDING UPDATE

1. The Committee noted the Building Update report circulated prior to the meeting. It was also noted that the coffee shop had received its routine environmental health inspection and Council is advised to purchase a more suitable deep fat fryer. The Committee agreed to purchase the fryer priced at approximately £40. **Action: Clerk.**

The Committee discussed the recent loss of the overspill car park at the Royal British Legion Building and the Chairman reported that he is in discussions with the owners of the takeaway shop regarding the possible use of their parking spaces during the weekdays. In the meantime, hirers will be advised of the car park at Mill Lane playing field which is ¼ mile away and takes approximately 4-6 minutes walking time.

2. The Committee reviewed the summary of community centre usage report.
3. The Committee noted that the car park will be made exclusively available to the elections on Thursday 7 May and that the regular hirers and tenants had agreed to park elsewhere on that date.

393/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. Website

In light of the community centre website host closing down its business, it was decided to take the opportunity to cease the Brockworth Business and Brockworth Occasions websites used to promote the community centre and create one new website for the Community Centre with Vision ICT. This will cost £750+VAT to design plus £200+VAT per year hosting. It was noted that Vision ICT is the same company that provides the Parish Council website and is very suitable for the Community Centre's needs. The Clerk reported that a refund of £450+VAT will be due back from the company that previously provided the hosting arrangements. Vision ICT has also offered to upgrade the Parish Council website to the latest software version and the Clerk was authorised to negotiate the quoted price. **Action: Clerk.**

4. The Committee agreed to offer a discounted rate to the Royal British Legion Women's Section that meets at the Community Centre, the agreed rate was £25 (inc VAT) for a 2 hour session in either the Boardroom or the Conference Room. **Action: Clerk.**

Signed

Date

394/BM **CORRESPONDENCE** - None

395/BM **DATE OF NEXT MEETING**

It was noted that the next meeting of the Committee will be held on Wednesday 17 June 2015 at the Community Centre.

There being no further business, the meeting closed at 7.50pm.

Signed

Date