

BROCKWORTH PARISH COUNCIL

**MINUTES OF THE MEETING OF THE BUILDING MANAGEMENT COMMITTEE
HELD ON WEDNESDAY 20 OCTOBER 2010 AT 7.00PM
AT BROCKWORTH PARISH COUNCIL OFFICES**

Present: Councillors: J Hunt (Chairman), Mrs C Neal, Mrs J Flounders,
R Furolo, J Shellswell, Mrs S Lefeuvre-Wellard, Mrs L Price
(Building Administrator), Mrs J Shirley (Clerk)

Members of the Public: None

210/BM TO RECEIVE APOLOGIES FOR ABSENCE
None.

211/BM MINUTES
Cllr Furolo requested that the discount policy item in the minutes be amended as the committee did not feel the sentiment of the discount policy had been accurately reflected. Cllr Furolo proposed inserting an additional clause:

"The Committee reserves the right to refuse any applications for discount. No previous refusals or agreements for discount will influence the current application."

The minutes of the meeting held on 18th August 2010 were approved with the above amendment.

212/BM ADMINISTRATORS REPORT
The Building Administrator's report had been circulated to members prior to the meeting and an update was tabled.

It was agreed to provide 2 additional alarm fobs to the Youth Centre and any costs will be met by the Youth Centre. **Action: Building Administrator**

It was agreed to order the replacement part needed for the lift. **Action: Building Administrator**

It was agreed to order the frame and plaque from Hanman Splits for Cllr Browning's photo. **Action: Building Administrator**

It was agreed to proceed with the TV for the foyer as previously resolved by the committee. It was further agreed that the council send a letter to Tesco requesting the donation of a TV for the foyer; if this was unsuccessful then the Clerk was to purchase the TV as previously specified. It was noted that a Community Channel was available through Freeview at no additional costs. **Action: Clerk.**

213/BM FINANCE
Receive a statement of the costs of running the Community Centre
The Year to Date and Budget Variance reports were circulated. It was noted that a mistake had been made on the previous reports and that the projected loss was reported as being less than expected.

VAT Increase

It was noted that VAT is increasing to 20% from 4th January 2011.

Signed

Date

Review of Room Hire Charges

The Committee reviewed the current rates of room charges and agreed to keep the rates as they currently stand but also agreed to trial a 20% discount on the use of the main hall and kitchen for Brockworth residents at weekends 10am to 5pm Saturday and Sunday. This trial would be from 1st November 2010 to 28th February 2011 and will be reviewed by the Committee at the meeting in February. The hourly rate for the main hall is £9.20 per hour + VAT and £3.96 + VAT for the kitchen. A minimum 2 hour hire period would apply.

Review of Office Rents

The Committee reviewed the current rents and agreed to keep them at the current rates.

Christmas Opening Hours

The Committee agreed that the building will close at midday on Friday 24th December, re-opening on Wednesday 29th December 9am to 5pm, Thursday 30th December 9am to 5pm and Friday 31st December 9am to midday. Normal hours would resume on Tuesday 4th January 2011.

214/BM

CORRESPONDENCE

Two letters had been received, both requesting discounts on room hire.

Brockworth Community Project: The committee agreed to offer 50% for 3 open days to coincide with the 3 school terms, and a 50% discount on the Adult Education class bookings which take place on Tuesdays during term-time.

Action: Clerk.

Mrs Gale: The committee agreed to provide the foyer free of charge for Saturday 6th November for the table top sale to raise funds for "The Dump Children" as it coincided with the building being open for another event.

Action: Clerk.

215/BM

SEPARATE BUSINESS - There was no separate business.

216/BM

DATE OF NEXT MEETING

It was noted that the next meeting of the Committee will be held on Wednesday 15th December 2010 at 7pm at the Community Centre.

Meeting closed at 8.45pm.

Signed

Date