

Brinsworth Parish Council

MINUTES OF THE PREMISES MEETING HELD ON THURSDAY 11 JANUARY 2018

Those present :

Chairman : Cllr J Williams

Vice-Chairman : Cllr D Barry

Councillors : Cllr R Bowler, Cllr A Buckley, Cllr D Dyson, Cllr Mrs P Gregory, Cllr Mrs M Hughes, Cllr S Ridge, Cllr Mrs M Rollinson, Cllr Mrs K Saxton

Officers : Mrs G Blank, Mr P Wilkinson

649P Public Question Time (20 minutes)

There were no members of the public in attendance.

650P Apologies

Apologies were received from Cllr Tompkins and the reason was approved.

651P Declaration of Members Interests

The Chairman asked Councillors to make any declarations of interest prior to the relevant item being discussed.

652P Approval of the minutes of the meeting held on:-

7th December 2017

RESOLVED: That the minutes of the meeting held on the 7th December 2017 are approved as a true and accurate record.

653P To receive information on ongoing issues and decide further action where necessary

646P (Pavilion Roof) - The Clerk reported that she had received 2 quotes for replacing the Pavilion roof. The 3rd company she asked to quote never showed up as arranged. Both quotes are within a few hundred pounds of each other. The Clerk has sent the Parish Council's Insurers the relevant documentation requested in order to pursue an insurance claim.

647P (Playing Field Lights) - The Clerk has contacted RMBC and is arranging for them to quote for the works. They have also provided her with details of 2 contractors that they use.

648P (1 Bus Shelter) - The Clerk has contacted Damien Wilson at RMBC as SYPTTE have rejected her request to arrange a meeting, but has not yet received a response. The Clerk will chase the issue.

648P (2 Solar Panels) - The Clerk asked Councillors if anyone had managed to get another quote for the Solar Panels following on from the conversation at the last meeting. Cllr Bowler asked the Clerk to send him the current quotation to refer to.

654P Update on Bookings

- To receive an update on regular and one-off bookings

This item was not discussed due to time constraints.

655P Resource Centre

- To confirm the members of the project management committee

The Clerk asked Councillors to confirm who was on the project management committee and this was discussed.

RESOLVED: That the members of the project management committee are approved as Cllr Williams, Cllr Buckley, Cllr Barry, the Clerk and Project Co-Ordinator Peter Wilkinson.

- To approve the roles and responsibilities of the project management committee.

Councillors discussed the remit of the project management committee.

RESOLVED: That the members of the project management committee attend all relevant meetings on behalf of the Parish Council to discuss progress and report back to the full Council. All decisions still need full council approval and if the decision is urgent a special meeting should be requested.

- To approve the establishment of a charitable body to run The Centre.

The project co-ordinator, Peter Wilkinson, explained to Councillors the advantages and disadvantages of establishing a charitable body to run The Centre. The main reason being the ability to reclaim VAT on the building costs which will be in the region of £200K. He also advised how the charitable body would work alongside the Parish Council and explained how it would be run differently to the old Hall Association with the help of a robust Service Level Agreement (SLA) between the two parties. Councillors discussed their thoughts on the issue.

RESOLVED: That the Parish Council approve the establishment of a Charitable body. (9-1 in favour).

- To approve the job description and terms and conditions of the Centre Manager.

The Clerk had circulated a draft job description prior to the meeting and informed Councillors that they also need to agree the rate of pay, hours of work, contract length, experience and qualifications required by the successful applicant.

Councillors discussed the requirements of the post and it was suggested that the Council seek advice from other established entities that work in this way, such as Dinnington Resource Centre.

RESOLVED: That an urgent meeting with the manager of Dinnington Resource Centre be arranged with the Parish Council to seek advice and guidance. The approval of the Job Description for Centre Manager should be postponed until after this meeting.

- To approve the placement of the advert in local and regional press.

Postponed until further discussions are held.

- To consider and approve the running of the bar and cafe areas.

Postponed until further discussions are held.

- To consider and approve the flooring in the main hall.

The Clerk informed Councillors that the specification in the current contract is only an allowance for a laminate floor covering to the main hall. The contractor has supplied alternative proposals for the Council's consideration which are all at an additional cost. The Clerk showed samples of the alternative choices available and explained the differences in costs. The Councillors discussed the samples and agreed that it would not be prudent to skimp on the finishing touches to the building.

RESOLVED: That the Parish Council approve option 3: Junkers Unobat 45 with Oak Floor at an additional cost of £16,882.

MEETING CLOSED AT 20.00