

Brinsworth Parish Council

MINUTES OF THE SPECIAL PREMISES MEETING HELD ON THURSDAY 15 MARCH 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 S Ridge, Cllr Mrs M Rollinson, Cllr Mrs K Saxton

Officers : Mrs G Blank, Mrs L Szanto

671P Apologies

Apologies were received from Cllrs Hughes and Tompkins and the reasons given were approved.

672P Declaration of Members Interests

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

673P Resource Centre

- To consider and approve the election of Parish Council representatives and other members to be trustees of Brinsworth Community Trust

The Clerk advised Councillors on the legal implications of setting up the Trust. In the first instance there would need to be 5 original trustees, 2 of which can be Parish Councillors and 3 external members, this can then be increased to 11 members if required. The Parish Council would not be allowed a controlling interest in the running of the Trust.

The Clerk informed Councillors that Rob Moore of Taylor & Emmett Solicitors had written a draft agreement between the Parish Council and Trust and that this would be circulated to Councillors once she had received it.

Councillors discussed the issues and agreed that they would like to know more about the contract agreement before selecting trustees.

RESOLVED: That the Clerk circulate the draft agreement to Councillors once received for their consideration and comment.

- To consider and approve any outstanding issues regarding the Centre

The following outstanding issues were discussed:

- Cadam have requested that the Parish Council consider where they need electrical sockets, data points, television ariels etc in all areas of The Centre. Councillors agreed that the Project Management group could complete this task.

- Induction Loop - The Clerk informed Councillors that Stephen Haslam has been asked to look into the legal requirements for induction loops in the new building as currently they have only been allowed for in meeting room 1 and the reception area. Councillors asked if this could be put in all areas of the building to avoid any criticism from the public. The Clerk explained that additional loops would be costly and advised that the Parish Council could look into a grant to pay for the additional loops.

- CCTV - Cadam also require the plans for the positioning of the CCTV cameras. Quotes had been received from two companies but vary significantly in price and specification. The Chairman will contact each company to understand the quotes in more detail and report back to the Council.

- The Kitchen layout - Lloyds Catering met with the Project Management group to discuss the Parish Councils requirements. They advised that until the Parish Council decide on the type of catering they want to provide it would be difficult to provide them with a design. Based on the meeting the company had provided a rough sketch and quote for what they would suggest. It was suggested that the Councillors need to urgently visit a few similar venues to see what they offered and to mock up a menu first before deciding on the individual equipment needed.

- The Bar layout - the Clerk is waiting for a company specialising in fitting out of bars to arrange an appointment.
- Cadam had asked if the Parish Council had considered whether the entrance door required a fan heater above it. In general it was agreed that it was a good idea and asked the Clerk to request the cost.
- The sign and canopy design are still outstanding, the Clerk advised Councillors that she was still waiting for the dimensions from Cadam.

MEETING CLOSED AT 20.40