

Brinsworth Parish Council

MINUTES OF THE PREMISES MEETING HELD ON THURSDAY 07 JUNE 2018

Those present :

Chairman : Cllr J Williams

Vice-Chairman : Cllr D Barry

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

Barber Officers : G Blank

690P Apologies

Apologies were received from Cllr Buckley and the reason given was approved.

691P Declaration of Members Interests

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

692P Approval of the minutes of the meeting held on:-

3rd May 2018

RESOLVED: That the minutes of the meeting held on the 3rd May 2018 be approved as a true and accurate record.

693P To receive information on ongoing issues and decide further action where necessary

There were no ongoing issues to discuss.

694P Update on Bookings

- To receive an update on regular and one off bookings

The Clerk updated Councillors on regular bookings and informed them that there is 1 new booking of a children's party. Enquiries for the new Centre continue to be received and the Assistant Manager is now keeping the list.

695P Use of Playing Fields

- To consider the applications for use by football teams for the season 2018/2019

The Clerk informed Councillors that three applications had been received and that it is possible to accommodate them all providing fixtures are correctly co-ordinated. All three teams have indicated that the changing rooms not being available would not be a problem. The Councillors discussed the issue and acknowledged that the pitch fees have already been set for the season at the same rate as the 2017/18 season. Councillors asked the Clerk to inform the teams that fees would continue to be reviewed annually and ask them about future requirements going forward.

RESOLVED: That AFC Thirsty Flame, Fairways White Rose FC and Three Magpies are permitted to use the football pitches during the 2018/19 season.

The Clerk informed Councillors that some of the teams from BWJFC are using the fields for training, Councillors expressed their concern that the pitches cannot recover in time for the next season and that BWJFC are not contributing towards the cost of pitch maintenance. They acknowledged that the fields are a community space and cannot prevent anyone from playing on the fields but asked the Clerk to contact the Club and express the Parish Councils concerns.

696P Displays

- To consider and approve a request from Brinsworth & Catcliffe History Group to display war medals in the Centre alongside the doomsday book etc.

The Clerk informed Councillors that the History group have the chance to buy Pte A S Chantry medals, his name appears on Brinsworth War Memorial and he lived at 30 Ellis Street. The History group are interested in purchasing the medals but only if the Parish Council would be prepared to display the medals in the Centre alongside the Doomsday book and the Ledger. Cllr Buckley has also expressed his interest with the same conditions. Councillors discussed the request.

RESOLVED: That the Parish Council agree the request in principal but will need to consider the costs of the cabinets.

697P Maintenance

- To consider and approve the widening of the garage entrance and purchase of new door

The Clerk informed Councillors that the garage door sensor has recently required repairing, upon inspection it looks like the sensor has taken some significant bangs which is causing the problem. If this continues to occur the Clerk has been informed that the sensor will need replacing. The Clerk has spoken to the Attendants who are still finding it difficult to negotiate the van through the garage door opening, they have asked again if the Parish Council will consider having the door widened further. This will require a new lintel and door. Councillors discussed the issue.

RESOLVED: That the Clerk get a price for the garage door amendments for the Council's consideration.

698P Resource Centre

a) To receive an update

The Clerk updated Councillors on current progress and informed them that Cadam are now waiting for the Parish Council to make some important decisions to prevent the project from being held up.

b) To consider and approve the floor coverings inside the Centre

Kitchen Flooring - polysafe Verona PUR in Dolphin Grey 5203 - to be fitted once bar/cafe installation completed.

Store and Bar Apron Flooring - if possible Expona Design PUR in silver slate 7155 or something of similar design.

Cafe Area and Reception Flooring - Polyflor Polysafe Woodfx - 3357 Silver Oak.

Meeting Rooms - Tivoli carpet tiles - multiline - Melanesia Grey.

Toilets Floor - Polysafe Astral PUR - Northstar 4370

Toilet Doors & Vanity Units - Summer Oak AM311 with Ghost AM316 LRV 61 contrast.

RESOLVED: That the Parish Council approve the floor coverings listed above.

c) To consider and approve the block paving outside of the Centre

The Clerk reported that she has requested the block paving in Granite Stone as selected by Councillors at a previous meeting. Cadam are to confirm that this is

within budget.

d) To approve the installation of cellar cooling equipment

The Clerk asked Councillors to consider and approve the purchase and installation of a cellar cooler at the price of £2,495 + VAT

RESOLVED: That the cellar cooler be purchased at a cost of £2,495 plus VAT.

e) To consider and approve any outstanding issues regarding the Centre

The Clerk informed Councillors of other decisions that need to be made since the agenda was sent out:

(1) Mobile phones - The Clerk informed Councillors that as per their request the Assistant Manager had done some price comparisons for the mobile phone requirements for the 2 Centre staff and the price quoted from Millgate was competitive.

RESOLVED: That the mobile phone contracts be procured through Millgate.

(2) Counter tops to Café area - The Clerk informed Councillors that in addition to the quote for the bar, kitchen and café there is an option to upgrade the café counter tops to a much more hardwearing material called Corian, the increased cost of this is £2,032. Councillors discussed the proposal and the Clerk confirmed that savings on the omission of a canopy would offset the majority of this cost.

RESOLVED: That the upgrade of counter materials to Corian be approved.

(3) Wiring provision for the AV installation - The Clerk informed Councillors that at this stage it was only necessary to approve the cost of wiring required for the AV provision. Cadam had provided a quote of £4,588 + VAT.

RESOLVED: That the additional wiring for the AV equipment at a cost of £4,588 + VAT be approved.

(4) Signage - The Clerk asked Councillors to consider the revised design of the sign that had been previously circulated which was now a 3D effect as the canopy was to be omitted. The cost of the revised sign is cheaper than originally quoted with the individual lettering. Councillors discussed the sign and agreed that they liked it but would like to know if it could be a little larger.

RESOLVED: That the design of the sign is approved and that A&N Signs are the preferred supplier. The Clerk will obtain a 2nd size option for Councillors to consider.

(5) Telecoms - The Assistant Manager summarised the 3 quotes received for the installation of a telecoms system which will allow the Centre and office to be linked with multi phone lines. The preferred quote included the purchase of the phones, free calls to local number and mobiles, line rental, off site management of the system. Councillors considered the quotes. Cllr Williams asked if the system worked on the cloud and the Clerk said she would need to confirm this.

RESOLVED: That the quotation received from Millgate be approved subject to the Clerk confirming the system worked on the cloud basis.

(6) Wall paint colours - The Clerk suggested that one colour is chosen to decorate all the centre at this point and in keeping with the Bar, Café, Kitchen and other colour choices made suggested Dulux Trade Chalk Blush 3. A colour swatch was circulated for the Councillors to consider.

RESOLVED: That Dulux Trade Chalk Blush 3 be the colour choice for the Centre Walls.

The Clerk informed Councillors that she had received a request from Cadam to consider a over door heater for the front door at a cost of £3,727.84 +VAT. Councillors asked the Clerk to add this to the next agenda for consideration.

Cllr Saxton asked if the Centre Update could be done at the beginning of meetings in future, subject to public attendance, so that Councillors are at their best to make these decisions.

699P Library

- To receive an update

The Clerk informed Councillors that the RMBC Asset Management finance board meeting would now go ahead on the 11th June 2018.

The Clerk had met with Zoe Oxley from RMBC to discuss costs and the processes still to go through to get the agreement in place but there wasn't thought to be any issues at this point.

The Library will definitely be moving to the Parish Council site and the building owned by the Parish Council, the issue of whether the library will eventually move to community run is the aspect that will need to go out to public consultation.

The Clerk reported that she had also met with Jonathan Marriot from RMBC to discuss the lease agreement between the Council and Parish Council. A draft agreement will be drawn up by RMBC for the Parish Council to approve.

MEETING CLOSED AT 20:15