

**Minutes of the Meeting of the Community Buildings Committee held in the Quedgeley Community Centre on Monday 8<sup>th</sup> April 2019 at 7.30pm**

**PRESENT** Cllr Mrs J McAllan, Cllr G Smith, Cllr S Wilcox & Cllr G Williams

**Officer Present** Mrs S Barnett

<b>C.001/19-20</b>	<b>Apologies for Absence</b> Apologies received from Cllr N Lee, Cllr A Potts & Cllr S Smith
<b>C.002/19-20</b>	<b>Declarations of Interest</b> None received
<b>C.003/19-20</b>	<b>To Adopt the Minutes of the Previous Meeting dated 11<sup>th</sup> March 2019</b> Cllr S Wilcox <b>PROPOSED</b> to adopt the above Minutes as a true and accurate record of the meeting. Seconded Cllr G Williams                      Vote: Unanimous: <b>So resolved</b>
<b>C.004/19-20</b>	<b>Correspondence</b> Request received from Circus Funtasia to include an over 18 performance on the final night of their tour at Fishers Meadow in June. The Committee discussed this and raised no objections.
<b>C.005/19-20</b>	<b>Budget 2018 – 2019</b> To consider end of year position The end of year budget sheet was noted and signed by the chair.
<b>C.006/19-20</b>	<b>Budget 2019 – 2020</b> The budget sheet provided by the council office was noted and signed by the chair.
<b>C.007/19-20</b>	<b>SEMINAR</b> To discuss relevant actions for this committee  <ul style="list-style-type: none"> <li>- The committee discussed the 3-year action plan created following the Council Seminar and decided that the Community Buildings Committee would investigate holding a farmers market. Cllr S Wilcox advised, he is happy to start investigating this scheme and will report back.</li> <li>- Cllr G Smith volunteered to liaise with Cllr R Hughes with regards to new office premises.</li> </ul> Fire alarm activated at 8.00pm so the premises were briefly evacuated. Meeting resumed at 8.10pm.
<b>C.008/19-20</b>	<b>Quedgeley Community Centre</b> <ul style="list-style-type: none"> <li>a) To consider and agree expenditure not exceeding £149.97 to replace hall 2 kitchen lights with LED twin batten lights Cllr G Williams <b>PROPOSED</b> to accept the above Seconded Cllr G Smith                      Vote unanimous                      <b>So resolved</b> <b>Action – Council Office</b></li> <li>b) To consider and agree expenditure not exceeding £511.07 including VAT to replace the burner and gasket in the boiler. Cllr G Smith <b>PROPOSED</b> to accept the above Seconded Mrs J McAllan                      Vote unanimous                      <b>So resolved</b> <b>Action – Council Office</b></li> <li>c) To consider and agree expenditure not exceeding £330.00 to supply and fit 2 internal doors in hall 2 leading to table corridor. Cllr G Williams <b>PROPOSED</b> to accept the above Seconded Cllr S Wilcox                      Vote unanimous                      <b>So resolved</b></li> </ul>

	<p style="text-align: right;"><b>Action – Council Office</b></p> <p>d) To consider and agree expenditure not exceeding £2685.60 including VAT to supply and install 3 additional HD CCTV cameras to cover the car park. Cllr S Wilcox <b>PROPOSED</b> to accept the above Seconded Cllr G Williams Vote unanimous</p> <p style="text-align: right;"><b>So resolved</b> <b>Action – Council Office</b></p>
<p><b>C.009/19-20</b></p>	<p><b>Kingsway Community Centre</b></p> <p>a) To consider and agree expenditure not exceeding £383.99 including VAT and delivery to purchase a plumbed in hot water urn for hall 2 kitchen. Cllr G Smith <b>PROPOSED</b> to accept the above Seconded Cllr S Wilcox Vote unanimous</p> <p style="text-align: right;"><b>So resolved</b> <b>Action – Council Office</b></p> <p>b) To consider and agree expenditure not exceeding £30.90 to install plumbed in hot water urn in hall 2 kitchen. Cllr G Smith <b>PROPOSED</b> to accept the above Seconded Cllr S Wilcox Vote unanimous</p> <p style="text-align: right;"><b>So resolved</b> <b>Action – Council Office</b></p> <p>c) To consider and agree expenditure not exceeding £234.00 including VAT to purchase hand dryer for the ladies toilet. Cllr G Williams <b>PROPOSED</b> to accept the above Seconded Cllr S Wilcox Vote unanimous</p> <p style="text-align: right;"><b>So resolved</b> <b>Action – Council Office</b></p> <p>d) To consider and agree expenditure not exceeding £30.90 to remove existing and install replacement hand dryer in ladies toilet. Cllr S Wilcox <b>PROPOSED</b> to accept the above Seconded Cllr G Williams Vote unanimous</p> <p style="text-align: right;"><b>So resolved</b> <b>Action – Council Office</b></p>
<p><b>C.010/19-20</b></p>	<p><b>Progress of Current Works – To inform members of progress to date:</b></p> <ul style="list-style-type: none"> <li>• <b>Quedgeley Community Centre</b> <ul style="list-style-type: none"> <li>- Car park post lights have been installed and are fully functional this will provide courtesy lighting only for users of the car park.</li> <li>- One of the microwaves in hall 2 kitchen is no longer working. Price for replacement microwave to be obtained for the next meeting.</li> </ul> </li> <li>• <b>Kingsway Community Centre</b> Neptune attended site to investigate loud noise in the boiler room. Investigations revealed the noise was the result of a faulty extractor fan. Price obtained from Neptune to replace the faulty extractor fan. Additional quotes to be acquired for next meeting.</li> <li>• <b>Waterwells Sports Centre</b> Nothing to report</li> <li>• <b>Kingsway Sports Pavilion</b> Repair works to the height restrictor have been undertaken by Edward Danter. The site is now fully secure.</li> </ul> <p>Mrs Barnett asked the committee to consider increasing the security deposits on all evening bookings exceeding 6.00pm. The committee discussed the above and unanimously decided that with immediate effect all future bookings that exceed 6.00pm will require a £200 cash security deposit.</p>

**C.011/19-20**

**Further Business for Referral**

The committee have requested that Mrs Barnett require a costing for a flagpole for Quedgeley Town Council for the next meeting.

Date of Next Meeting – Monday 13<sup>th</sup> May 2019. The meeting date was noted.

Meeting closed 8.40pm