

MINUTES OF A MEETING OF THE BUILDINGS MANAGEMENT COMMITTEE HELD ON WEDNESDAY 19TH NOVEMBER 2008 AT 7.00PM IN THE COUNCIL CHAMBER, SIMPSON CENTRE, STOTFOLD

Committee Members present: Mrs S Bundock (Chairman)

Mrs A Clarey	B Collier
Mrs M Cooper	A Cooper
D Savill	Mrs D Haslett-Saunders
S Hayes	

Also present: The Assistant Clerk

3313. APOLOGIES

No apologies were received.

3314. DISCLOSURES OF MEMBERS INTERESTS

There were no disclosures of Members interests at this stage.

MATTERS ARISING

3315. TO APPROVE EXECUTIVE ACTION TAKEN BY THE CLERK IN PERMITTING PC RYAN TO INCREASE THE USE OF THE POLICE ROOM IN THE SIMPSON CENTRE (SEE MINUTE 3295)

PC Ryan has confirmed that his superiors wish to connect a future computer in the office via a separate broadband connection and not share the Town Council's. The matter is being dealt with by PC Ryan's superiors direct and will be of no cost to the Council

3316. TO RECEIVE THE COMMENTS FROM RESIDENTS AT THE PUBLIC CONSULTATION EVENT ON THE COMMUNITY BUILDING FOR THE LAND SOUTH OF STOTFOLD DEVELOPMENT (SEE MINUTE 3301)

The summary of comments was forwarded to Andrew Goodchild at the District Council, and the Planning Officers temporarily taking over his work now that he has left their employment. A meeting with the Planners and developers has been requested to discuss the matter of the community building further.

3317. CLERK'S REPORT FOR INFORMATION

The security key pad for the Simpson Centre office door has been fitted at a cost of £129.

CORRESPONDANCE

3318. No correspondence to report.

3319. TO APPROVE EXECUTIVE ACTION TAKEN BY THE CLERK FOLLOWING A BREAK-IN AT THE SIMPSON CENTRE OFFICES, TO INSTRUCT MID BEDS LOCKSMITHS TO FIT A SLIDING LOCKABLE GRILL FOR THE RECEPTION WINDOW, AS IT IS NOW NOT ABLE TO BE LOCKED SECURELY, AT A COST OF £265 PLUS VAT.

The lockable grill has now been fitted, the reception window is now able to be locked securely.

Resolved that executive action taken by the Clerk in purchasing a lockable sliding grill for the reception window at a cost of £265.00 + VAT be approved. Funds to come from Buildings General – Maintenance budget.

3320. TO CONSIDER THE REQUEST BY FAIRFIELD PLAYERS TO REPLACE THE STAGE CURTAIN WINDING MECHANISM AT THEIR OWN EXPENSE.

Fairfield Players would like to improve the facilities at the Memorial Hall to ease the opening and closing of the front stage curtains during performance. They have obtained quotes for professionally installed electrically operated curtain tracks. They would use the existing curtains, but would replace the current track and winding mechanism with a powered unit capable of operation either from the side of the stage (like the current manual winder) or using a remote control which would be situated at the back of the hall during productions and removed when not in use.

For safety, the main control panel would be fitted with a key switch so that the curtains could be 'locked' open or closed depending on the requirements of hall users, or could be made available for use by hirers of the hall with the security of a deposit. A key could be made available to regular users to give them flexibility with their bookings. The installation would be subject to a survey by the manufacturers and would be fitted by professional installers. All movable parts would be fitted with suitable guards, etc.

Fairfield Players would cover the entire expense and as main users of the stage would contribute to the maintenance and upkeep of the device, providing it was not subject to abuse by other hall users. They believe that the current winding mechanism is potentially unsafe as the wire cable has become frayed during use, and if persons are waiting in the wings to come on stage the winding handle is in the way.

Resolved that a letter be sent to Fairfield Players informing them that we agree in principal, however before a final decision can be made they provide more information on the system they wish to install, in particular can the system be operated without a key by way of a manual over ride option. Also inform them they can go ahead with a survey by the manufacturers and present the information at the next meeting.

3321. ANY OTHER ITEMS FOR INFORMATION PURPOSES ONLY

There were no other items for information purposes only.

There being no further relevant business the meeting was declared closed at 7.15pm.

CHAIRMAN

DATED