

MINUTES OF A VIRTUAL MEETING OF THE BUILDINGS MANAGEMENT MANAGEMENT COMMITTEE HELD ON WEDNESDAY 20th JANUARY 2021 AT 7.20PM

Committee Members present:

Mrs A Clarey, B Collier, A Cooper, Mrs M Cooper, S Dhaliwal, S Hayes (Chairman), D Matthews, J Talbot.

Also present:

Assistant Clerk – Ms C Jenkins and Councillor B Saunders

1/21 APOLOGIES FOR ABSENCE

There were none.

2/21 DISCLOSURE OF MEMBERS INTERESTS ON MATTERS CONTAINED IN THE AGENDA

There were none. Members were reminded that if at any time during the meeting they feel they have an interest in an item being discussed, they should declare it at that point.

3/21 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

None present.

4/21 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION

Nothing to report.

5/21 MEMORIAL HALL - CCTV

Members were asked to consider 3 quotes to replace the CCTV system at the Memorial Hall, which is now faulty.

It was discussed whether to install the new CCTV now or look to include this in the planned future renovation of the Memorial Hall. Members asked for the Insurance Policy for the building to be checked as it is suspected that the insurance requires CCTV to be installed.

There were a couple of points on the quotes that the members asked for clarification on regarding the specification of the new cameras and the picture quality provided.

RESOLVED – providing the insurance policy requires CCTV to be installed and the camera specification is confirmed that the quote from Harrison's Fire and Security for £1287.89+VAT be accepted.

If this is not the case, please return this item to the next committee meeting for further discussion as to whether this work will form part of the future renovation of the Memorial Hall.

6/21 ACCESS AUDIT 2020/2021

Members were asked to consider and approve the draft Access Audit for the Memorial Hall and Greenacre Centre.

It was noted that the front doors of the Memorial Hall are not ideal for those in a wheelchair or those with difficulty walking. There is also a small sill on the door which makes access difficult for people with walking frames. This will be added as part of the future refurbishment of the hall. In the meantime, the Handyman will be asked to look at the sill to check if there are moderations that can be made.

RESOLVED that the Access Audit 2020/2021 is approved.

7/21 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY

Members noted that there is broken glass on the surface of the Memorial Hall Car Park. As both caretakers for the hall are vulnerable and currently shielding, the handyman will be asked to clear this and check the car park surface regularly.

Members also noted the Highways wagon that has been permanently parked in the Memorial hall car park since before Christmas. The car park is private property and for use by hirers of the Memorial hall.

There being no further business, the meeting was closed at 7.45pm

MINUTES APPROVED (date):

SIGNED BY CHAIRMAN: