

MINUTES OF A MEETING OF THE BUILDINGS MANAGEMENT COMMITTEE HELD ON WEDNESDAY 16TH MARCH 2022 AT 7.35PM IN THE COUNCIL CHAMBER, GREENACRE CENTRE.

Committee Members present:

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

Also present:

Councillor Mrs T Bhasin, Town Clerk – Mrs K Elliott-Turner

12/22 APOLOGIES FOR ABSENCE

There were none, as all committee members were present.

13/22 DISCLOSURE OF MEMBERS INTERESTS AND REQUESTS FOR DISPENSATION

Councillor Cooper declared an interest in agenda item 7 – free let request for Memorial Hall, as chairman of the committee requesting the free let. There were no requests for dispensation. 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.

14/22 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES

None present.

15/22 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION

Clerk's Report

For information – following recent storms, several roof tiles on the Greenacre Centre were dislodged. An insurance claim has been submitted for work to replace the tiles.

16/22 EXECUTIVE ACTION – REPLACEMENT FRIDGE

Members noted executive action taken by the Clerk, in consultation with the Chairman, in purchasing a replacement fridge for the staff kitchen at the Greenacre Centre, at £170.82 plus vat (incls. delivery and recycling).

17/22 STOTFOLD FOOTBALL CLUB – NEW ACCESS GATE

Members considered a request from Stotfold Football Club to create a new access gate in the acoustic fence on public field side, to allow occasional access to erect and use a marquee for events such as awards ceremonies (which will be subject to individual requests when the time arises). They would like to create a gate using the existing acoustic fence, so as not to hinder noise mitigating measures provided by this fence.

RESOLVED that their request is approved in principle, but we request further details on how they propose to construct the gate, use frequency, etc.

18/22 FREE LET REQUEST – MEMORIAL HALL

Members considered a request from Stotfold Community Christmas Fayre Committee for a free let of the Memorial Hall and Rear Hall for their Christmas Fayre on 19th

November 2022, between 10.30am until 6.30pm (includes setting up and taking down times)

Having declared an interest in this item, Councillor Cooper left the meeting during discussion and voting.

RESOLVED that the free let request from Stotfold Community Christmas Fayre for use of the Memorial Hall on 19th November 2022, as per times given, is approved.

19/22 MEMORIAL HALL CLEANING

Members considered a recommendation from the Clerk to vire funds in 2022/2023 to allow for new cleaning contract in the Memorial Hall, as required. Suggested virement of £12,000 from the committee's Earmarked Reserves Buildings Fund to a newly created Memorial Hall Cleaning Contract budget line. This includes contingency funds for additional cleaning, over and above the contract, which may be required from time to time.

RESOLVED that a new budget line is created in the 2022/2023 budget for Memorial Hall Cleaning Contract, and that £12,000 is vired from the committee's Earmarked Reserves Buildings Fund to the new budget line.

20/22 RISK ASSESSMENTS 2021/2022 – MEMORIAL HALL AND GREENACRE CENTRE

Members considered draft Risk Assessments for Memorial Hall and Greenacre Centre.

RESOLVED that the draft Risk Assessments for the Memorial Hall and Greenacre Centre are approved, with the following correction:

Memorial Hall – Kitchen – blocking of fire door needs to show a 'Y' indicating that our current measures in place are adequate.

21/22 BUDGET & RESERVES REVIEW

Members considered a budget update and reserves status report and considered any action necessary before the end of the financial year.

RESOLVED that from the remaining unspent revenue budget at year end, the sum of £12,000 is to be vired into the Earmarked Reserves Buildings Fund.

22/22 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY

The Chairman advised that the Central Bedfordshire Council public consultation regarding a proposed library relocation has now been moved from the beginning of April to the end of April, due the number of other library consultations currently underway.

There being no further business, the meeting was closed at 7.55pm

MINUTES APPROVED (date):

SIGNED BY CHAIRMAN: