

# MINUTES OF A MEETING OF THE BUILDINGS MANAGEMENT COMMITTEE HELD ON WEDNESDAY 16TH NOVEMBER 2022 AT 7.00PM IN THE COUNCIL CHAMBER, GREENACRE CENTRE.

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## Committee Members present:

S Hayes (Chairman), S Buck, A Cooper, M Cooper, S Dhaliwal, D Matthews

## Also present:

Town Clerk – Mrs K Elliott-Turner

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### **54/22 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor J Talbot.

### **55/22 DISCLOSURE OF MEMBERS INTERESTS AND REQUESTS FOR DISPENSATION**

There were no disclosures of members interests and 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.

### **56/22 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES**

None present.

### **57/22 MINUTES OF PREVIOUS MEETING**

**RESOLVED** that the minutes of the Buildings Management Committee meeting held on 19th October 2022 are confirmed as a correct record.

### **58/22 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION**

Nothing to report.

### **59/22 CHARGES FOR 2023/2024**

Members considered the previously circulated copy of current charges and proposed charges for 2023/2024.

**RESOLVED** that the 2023/2024 charges for hire of the Memorial Hall and Greenacre Centre are as follows:

#### Greenacre Centre

Council Chamber 1st hour £20, thereafter £15 per hour

#### Memorial Hall

Main Hall, kitchen, extension & bar 1st hour £20, thereafter £15 per hour

Rear Hall £12 per hour

Remove separate hire of 'extension only' and 'bar', as you cannot hire these side rooms on their own, without hiring the main hall.

There will be no difference in charge, whether a weekend or weekday hire.

All fees are doubled for non-parishioners, with the exception of regular hirers who will receive single rate whether or not a parishioner. Regular hirers also receive a discount of 10%. There are no longer special rates for all day party hire.

## **60/22 REVIEW OF ACTIVITIES AND EXPENDITURE PRIOR TO CONSIDERING ESTIMATES**

Members noted overspend already on Service Contracts budget line, and the Clerk advised that this is because we took on a cleaning contract for the Memorial Hall part way through the year, without a specific budget.

With regards to the cleaning contract for the Greenacre Centre, it is likely that we will retain the services of the current cleaning contractor who cleans all rooms within the building, so that they will then clean the relocated library section, with costs being apportioned and added to the library lease.

## **61/22 COMMITTEE BUDGET SETTING 2023/2024**

Members were previously provided with a copy of the figures for the first six months of the current financial year, who undertook an appraisal before the estimates of the general running costs for the committee were considered.

### Estimate figures for 2023/2024

Estimated running costs:	£104,700
Less estimated income:	£ 8,500
<b>Total</b>	<b>£ 96,200</b>

### Earmarked Reserves

Buildings Fund	£ 20,000
Sinking Fund GAC	£ 20,000
Handyman role	£ 2,500
<b>Total</b>	<b>£ 42,500</b>

### **RECOMMENDED** that:

- i) The sum of £96,200 is submitted as this committee's budget request for 2023/2024.
- ii) The sum of £42,500 is submitted as this committee's Earmarked Reserves request for 2023/2024.
- iii) These amounts are to be submitted to the Establishment Committee for collation with other committee requests, in order to produce a draft council budget and precept request for approval by full council.

## **62/22 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY**

Once the relocation of the library is completed, we will then focus on a refurbishment project of the Memorial Hall.

A member referred to the guttering on the Memorial Hall, which has been a problem over many years, with water overflowing in places along the length of the building. This type of guttering was a replacement to the original, and is not the

correct type, therefore, when it rains heavily, water easily overflows. Replacement guttering for the building will be included in refurbishment proposals.

There being no further business, the meeting was closed at 8.17pm.

**MINUTES APPROVED (date):**

**SIGNED BY CHAIRMAN:**