

MINUTES OF THE FACILITIES COMMITTEE

Meeting held on **Tuesday 7 February 2017** at **7.45 pm** in the Parish Office

Present:

Councillors Dr Barnard (chair), Harrison, Ms Healy and Jones.

In attendance:

Jason Mawer, Parish Clerk

A072. Apologies for absence

There were no apologies received.

A073. Declarations of interest and dispensations

Cllr Dr Barnard recorded his standard interest as a town and borough councillor.

A074. Minutes of the meeting of 17 November 2016

The minutes of the previous meeting were circulated to members ahead of the meeting. It was proposed by Cllr Ms Healy, seconded by Cllr Harrison and **RESOLVED** to approve and adopt the minutes of the meeting of 17 November 2016.

A075. Matters arising from the last meeting

The Clerk updated members regarding gritting of the car park at Frost Folly. The council had not included the car park in its gritting programme and on investigation BFC does not grit its SANG and countryside car parks during adverse weather. Therefore it was agreed to maintain the position held.

The Clerk updated the committee on the current heating position and would investigate options to improve Brownlow Hall ahead of the next winter period.

A076. Finance 2016/17

The Clerk circulated the financial report to members ahead of the meeting. The report was noted.

A077. Proposed hall charges 2017/18

A paper was circulated to members containing the proposed rates and charges for both Brownlow Hall and Whitegrove Community Centre for 2017/18.

Members agreed the following rates for 2017/18:

Commercial / Private Rates

| Location | Room | Agreed Rate | Change |
|---------------|-----------------------------|----------------|--------|
| Brownlow Hall | Whole Building | £52.00 | +£1.00 |
| | Hall + 1 room | £43.00 | +£1.00 |
| | Hall only | £33.00 | +£1.00 |
| | Blue Room | £16.50 | +£0.50 |
| | Green Room | £14.00 | +£0.50 |
| | Library | £6.00 | +£1.00 |
| | Whitegrove Community Centre | Whole building | £27.00 |

Maximum charge of 10 hours will be applied for commercial/private bookings

Regular Rates (for new users)

| Location | Room | Agreed Rate | change |
|---------------|-----------------------------|----------------|--------|
| Brownlow Hall | Whole Building | £32.00 | n/a |
| | Hall + 1 room | n/a | n/a |
| | Hall only | £16.75 | +£0.25 |
| | Blue Room | £13.25 | +£0.25 |
| | Green Room | £10.75 | +£0.25 |
| | Library | £6.00 | +£1.00 |
| | Whitegrove Community Centre | Whole building | £13.75 |

Community Rates (for new users)

| Location | Room | Agreed Rate | change |
|---------------|-----------------------------|----------------|--------|
| Brownlow Hall | Whole Building | £26.50 | +£0.50 |
| | Hall + 1 room | £21.50 | +£0.50 |
| | Hall only | £12.25 | +£0.25 |
| | Blue Room | £9.25 | +£0.25 |
| | Green Room | £7.25 | +£0.25 |
| | Library | £6.00 | +£1.00 |
| | Whitegrove Community Centre | Whole building | £12.25 |

The committee agreed to delegate the rate setting for existing users to the Clerk.

The committee agreed to delegate to the Clerk responsibility for developing a new contract for pre-school providers.

The committee agreed to delegate to the Clerk authority to negotiate weekly/special rates for block bookings.

A078. User report

The Clerk reported on the current usage of the Brownlow Hall and Whitegrove Community Centre. There had been no changes in the regular usage.

The Clerk updated members on discussions with the pre-schools regarding their requirements post-September 2017. Members agreed that the pre-schools should be given until the 31 May to confirm their proposals. The Clerk was asked to advise the Willows Childrens Centre of the potential changes.

A079. Cleaning, caretaking and condition report

The Clerk reported that both the halls remained in a good condition. A new external mat was required for Brownlow Hall to prevent dirt and debris being carried into the building.

Recorded weekly checks had been introduced for both halls.

The play areas remained in good condition. The clerk would obtain a quote for a replacement helicopter unit for the Memorial Ground.

A080. Comments and complaints

The Clerk reported that he had received positive comments from users of the halls concerning the caretaker, but some issues remained that would be dealt with through speaking with the caretaker.

A081. Items for Information

The Clerk advised members that he had received a booking for the All England Kettlebell Championship to be held at the Brownlow Hall 11 February.

Members briefly discussed the lease and ownership of the Brownlow Hall. It was agreed to this would be deferred to a more appropriate meeting for discussion.

A082. Date of next meeting

The date of the next meeting was agreed as Tuesday 11 April 2017.

A072. Closure of the meeting

The meeting was closed at 9:33pm