



# SOMPTING

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## PARISH COUNCIL

**Parish Clerk:**  
Carol Stephenson  
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### Confirmed Minutes of Centre Committee held on 17<sup>th</sup> January 2018 at 12.45 at Harriet Johnson Centre, Loose Lane, Sompting.

<u>MINUTE</u>		<u>ACTION</u>
421	<b>Attendance:</b> Cllr Mrs A. Godley, Cllr K Bashford, Cllr B Derham, Cllr P Mansfield Cllr. B. Mear Centre Manager Mrs S. Williams	
422	<b>Apologies and reasons for absence:</b>	
423	<b>Declarations of interest by councillors on any of the agenda items below.</b> None	
424	<b>Request for DPI Dispensations: Any request for dispensation to be made now and the Council will decide whether the request is agreed:</b> None	
425	<b>Minutes of last meeting:</b> held on 21 <sup>st</sup> November 2017 - Approved and signed.	
426	<b>Public participation: No members of the public present</b>	
427	<b>Work Schedule:</b> Cllr Godley read through the work schedule. Fire Report from Adur District Council Fire officer has been received which includes a FRA. 3 quotes will now be sort to have the work required put in place. A defibrillator will be included in the current years budget if there is surplus funds left.  A resident suggested that a compost bin be placed at the Harriet Johnson Centre. Prices for a bin are required. Sompting Parish Council will approach Sompting Big Local for a grant to have a compost and or a green recycling bin.	Centre Manager  Cllr Bashford prices
428	<b>Centre Income:</b> . Members studied the comparison chart for income for 2016/17/18 and are pleased to note that income is continuing to increase. Hire charges for afternoon parties are increased by £5 per session with effect from April 2018. Use of the IT Suite was discussed this will be included on next months agenda.	
429	<b>Centre Budget:</b> Not discussed at this meeting.	
430	<b>Health and Wellbeing:</b> Going Local SLA is in draft form with the legal team at Adur District Council. 1½ days per week is included but as this is a pilot scheme Sompting Parish Council & Sompting Big Local have funded for 5 hours per week as a start up. This project has links with Ball Tree Surgery.	
431	<b>Community Café:</b> The first open meeting was productive. A steering group was formed Chair Cllr Anne Godley, Project Manager Harry Crosby, Communications Emma Crowter A workshop is to be held on 23 <sup>rd</sup> January at 10.30 at Harriet Johnson Centre to identify the needs and whether residents support the idea of an orangery. Cllr Godley will report all finding to Full Council.	
432	<b>Centre's Insurances:</b> The Centre Manager informed members that all contractors that work for Parish Council are required to have their own public liability insurance. Groups that book the Harriet Johnson Centre i.e. dance group and exercise classes are required to produce their own public liability documents. All other bookings that use the Harriet Johnson Centre will be covered under Sompting Parish Council hirers insurance. The Centre Manager will report at the next Centre meeting details of Sompting Parish Council's insurance.  <b>Emergency key holders:</b> Cllr Godley currently holds a set of keys for emergencies. Cllr Mansfield will also hold a set. Emergency keys holders 1 <sup>st</sup> call Leighton Clay caretaker 2 <sup>nd</sup> call Cllr Godley 3 <sup>rd</sup> call Cllr Mansfield. The Centre Manager Parish Clerk and Assistant Parish Clerk also hold a full set of keys.	

A list of key holders was circulated which include all regular bookings.

**Next Centre meeting 21<sup>st</sup> March 2018 at 12.45**

**Meeting closed 13.50.**

**Signed.....**

**Chairman  
Cllr**

**Date.....**