



Draft Minutes of Centre Committee held on 7TH November 2018

Meeting commenced at 12.30pm

Minute		Action
500	Attendance: Cllrs Baxter, Derham, Mansfield, Glynn Davies Members of the public :- None Clerk - Centre Manager, Simone Williams	
501	Apologies and reasons for absence: Cllr Godley	
502	Declarations of Interest: None	
503	Request for DPI Dispensations: None	
504	Minutes of meeting held on 10th October 2018 : proposed and seconded the minutes were a true record of that meeting. Agreed. Cllr Baxter signed the minutes having chaired that meeting	
505	Public participation : No members of the public were present.	
506	Work Schedule : Air Raid Shelter : Work ongoing with Cllr Godley, Centre Manager and members of Sompting and Lancing Pastfinders. IT Room : Members viewed the IT room for ideas how to improved facilities and to make the room more attractive to hirers. This will be reflected in the budget. Signage: Cllr Godley has a meeting with Men in Sheds and will ask if they are able to make an external welcome sign for Harriet Johnson Centre. Direction signs into the Centre are not very clear. A sign by the Parish notice board would overcome this issue. Cllr Godley did not attend the meeting to report back	
507	Consideration of budget sheets 2018/2019 Members studied the annual budget sheet 2018-2019 and asked if the Clerk could attend the meeting to explain various codes. The Clerk explained the current codes and told members that some of the codes were historic and would not be include in the 2019-2020 budget bid.	
508	Initial thoughts on budget sheets for 2019/20 It was agreed to arrange a meeting on 21 st November 2018 at 12.30pm to discuss the Centre's draft budget.	

- 509 **Community Garden:** Members discussed the possibility of installing a pond in the back garden at the HJC but felt this could not proceed at the moment for safety reasons.
- 510 **Health and Wellbeing:** Cllr Godley was not at the meeting to update members.
- 511 **Community café:** No further progress
- 512 **WW1 celebrations:** As per minute No 496.
- 513 **Christmas Festival : 14th December 5.00pm-7.00 pm.** Tea, coffee, hot chocolate and inflatables will be provided.
Mince pies and mulled wine will be on offer, as well as gifts for the children from Santa.
A Christmas tree will be placed outside the Centre on 1st week in December. Sompting Estate have kindly agreed to sponsor the tree.
- 514 **Next Centre Meeting.** Wednesday 21st November 2018 starting at 12.30pm

Meeting closed at 1.45pm

Signed
Chairman.....

Date