



Draft Minutes of Centre Committee held on 16th January 2019

Meeting commenced at 12.45pm

Minute		Action
522	Attendance: Cllrs Baxter, Godley, Derham, Mansfield. Members of the public :- None Centre Manager : S. Williams	
523	Absences: Cllr Glynn Davies.	
524	Declarations of Interest: None	
525	Request for DPI Dispensations: None	
526	Minutes of meeting held on 21st November 2018 : Cllr Baxter proposed and Cllr Derham seconded that the minutes were a true record of that meeting. Agreed.	
527	Public participation : No members of the public were present.	
528	Work Schedule : Air Raid Shelter : Still awaiting a quote for work on the ARS. A meeting will be arranged for February to assemble information to apply for the heritage grant. IT Room : A sofa has been donated and is now in the IT room. Cllr Mansfield has an overhead projector that he is willing to donate. Currently there are two regular weekly bookings which use that room, but it is hoped that the Health and Wellbeing team will also use the room. Signage: As Men in Sheds are not currently meeting in Sompting (as per minute 489) Cllr Godley has been unable to approach them about the signage at the entrance to Harriet Johnson Centre. We will now sort an alternative solution. Control of Legionellosis; 2 quotes have been received but are not like for like. The Centre Manager will get more information from the 2 nd quote received and if that meets all the requirements we will accept this quote. Outside light by front gates: A light is needed to illuminate the area by the front gates as it is difficult to unlock/lock the gates when using the padlock in the dark. It would prove too expensive to have an electric light and solar lights do not cast enough light. We will investigate battery lights. They can be erected on a post in the memorial garden to shine directly on the gates. Building defects-cracks in the wall and ceiling: A quotation to investigate the structural cracks that are appearing in the entrance hall	

and main hall has been received as we need to determine the cause of the cracks. The cracks will be investigated filled and left to ascertain if there is movement.

- 529 **Centre Income** : The Centre Manager presented current data. Members pleased with the new weekly booking

- 530 **Health and Wellbeing:** Interviews are now being held for staffing the project.

- 531 **Community café:** Members studied the sketches presented to them by Cllr Godley. Proposed and seconded that Cllr Godley instructs Philip Godley to draw plans for consideration.

- 532 **Damage to Joyce Burns memorial plaque and memorial tree on the front lawn:** This will be investigated and repaired.

- 533 **Vandalised tree:** Cllr Godley will investigate a replacement tree which will be planted in the spring.

- 534 The Chairman proposed and it was seconded that the following item be discussed in confidential session. **Agreed**

- 535 **Caretaker/cleaning needs for Centre operations**
Councillors considered in detail, various options for changes to the existing staffing arrangements. The views of this committee will now be shared with the Finance Committee on 23rd January 2019 for wider discussion and decision. **Agreed**

Next meeting : 12.45pm on 27th February 2019

Meeting closed at 1.18pm

Signed
Chairman

Dated