



CONFIRMED Minutes of Centre Committee held on 25TH September 2019

Meeting commenced at 12.45pm

Minute		Action
574	Attendance: Cllrs Mansfield, Dereham, Holland, Vimpany. Members of the public :- None Centre Manager: Simone Williams	
575	Absences : Cllr Aulton	
576	Declarations of Interest: None	
577	Request for DPI Dispensations: None	
578	Minutes of meeting held on 17th July 2019: Cllr Holland proposed that the minutes were a true record of that meeting. Agreed. Cllr Holland signed the minutes.	
579	Public participation: No members of the public were present.	
580	Review of Hire Charges: Charges to hire the Harriet Johnson Centre are to remain the same as last year with the exception of Saturday evening parties which will be increased to £150.00 for a 6.00pm - 12 midnight session Returnable deposits are to be increased to 50% of the booking fee. Bouncy castles will be permitted outside providing they are positioned to the front of the grassed area only and evidence of Public Liability insurance is obtained. £5.00 fee will be charged.	
581	Work Schedule: update	
a)	Plans have been submitted to Adur District Council to replace the single door. This will become a small double door with disabled access.	
b)	Members agreed the small hall is in need of decoration this will include the walls and ceiling. Still waiting another quote.	
c)	Update on Air Raid Shelter: Still waiting to see if we have been successful with a grant from West Area Capital Funding.	
	The notice board outside the ARS has been repaired	

- 582 **Centre Income:** Members studied Centre income sheet and expressed their thanks to Centre Manager for her continual work in the increase in booking income. Members were able to view the comparison sheet.
- 583 **Centre Budget:** Members studied Centre Budget. No comments.
- 584 **Draft budget for this committee for 2020/21**
- Members considered next year budgets.
 This will be agreed at the next Centre meeting.
- 585 **Events to be held at Harriet Johnson Centre.**
- a) • **History Day and WW2 Exhibition** held on 7th September 2019 was a great success. All money raised from refreshments will be given to Royal British Legion. This will be presented at the Parish Council's awards evening on 9th October 2019.
- The Air Raid Shelter was partly open to the public.
- b) • **Christmas Festival 13th December 2019 5.00pm – 7.00pm**
 It was agreed to keep the same format as in previous years.
 Cllr Mansfield will provide outside lighting.
 Nic and Bens will be bringing their inflatables, teacup ride
 concession van to serve coffee tea and hot chocolate and their
 own generator.
 Sompting Community Church will lead the Carol singing.
 Cllrs Holland and Mansfield will help on the day.
- Centre Manager will purchase a Christmas Tree for outside the Centre.
- 586 **Items for future discussions by this committee on Full Council :**
 None
- 587 **Date of next meeting :** 12.45pm on 16th October 2019
- Meeting closed at 2.00 pm

Signed
Chairman

Dated