

Gnosall Parish Council
Minutes of the Grosvenor Centre Committee meeting
Held on 23 April 2013 at 7.30pm

Present: Cllr K Abbott (in the chair), Cllr D Willetts, Cllr P Boston, Cllr M Hughes, Cllr T Simkin, Cllr P Alker, Jayne Cooper

Press and Public Open Forum – none present

1	<p>To receive any apologies and record absences</p> <p>Apologies received from Cllr R Greatrex , Cllr G Payne, Cllr S Wallis</p>	
2	<p>To receive any Declarations of Interest</p> <p>None received</p>	
3	<p>To receive and confirm the minutes of the meetings held on 16 January 2013 and 19 March 2013-04-24</p> <p>The minutes of the meeting on 16 January were approved as a true and accurate record.</p> <p>The minutes of the meeting held on 19th March, subject to a minor amendment to item 3, point 2, were approved as a true and accurate record.</p>	
4	<p>To consider any matters arising from the minutes not elsewhere on the agenda</p> <p>Matters Arising from the minutes of the meeting held on 16th January</p> <ul style="list-style-type: none"> • It was agreed not to advertise in the BT telephone directory or Yellow Pages as the fees were very expensive (approximately £500 per year). No further action. • Rosebuds Lease had been agreed with Rosebuds Manager and signed by the Clerk. A countersigned copy is awaited from Hand Morgan & Owen. • The large fridge that belongs to Mr Clague would remain in the centre and used by Mr Clague when bar facilities are needed. <p>Matters arising from the minutes of the meeting held on 19th March</p> <p>Cllr Abbott had met with Mr Clague to discuss future bar operations, new arrangements as well as issues previously raised by hirers. It was noted that rules regarding the need for a Designated Premises Supervisors had been changed and a DPS is no longer required for Community Centres an Village Halls run by committee.</p> <p>Hirers would be asked whether they required a paying bar or prefer to bring their own alcoholic drinks. Should they choose a paying bar then the appropriate form would be completed and passed to Mr. Clague, the hirer would then discuss specific requirements with Mr Clague. Mr Clague confirmed he was happy with the new arrangements and would pay a flat fee of £25 per booking to the Parish Council. Cllr Abbott read out a proposed agreement, subject to two amendments (one to ensure the bar area is cleared after an event and one to ensure payment is received by the parish council within 5 working days), this agreement was</p>	

	<p>accepted and would be recommended to Council at the next meeting.</p> <p>There was discussion regarding storage space for bar equipment and whether it was practical to change current storage arrangements to accommodate bar equipment. It was agreed in the first instance that Cllr Abbott would review the storage space available and the space required by the current hirers.</p> <p>Hire Charges Charges for charity bookings was discussed and it was agreed that subject to Council approval local charities within the parish, where funds raised benefit all of the parishioners or the majority of the funds raised come back into the village, should pay half the hire fees. Subject to Council approval, this change would be put into effect immediately after the May Council meeting.</p>	Cllr Abbott
5	<p>To discuss the maintenance programme and prioritise outstanding jobs</p> <p>The updated maintenance programme was received and reviewed.</p> <p>Two additional jobs at Rosebuds nursery reported to the Clerk had been rectified and from this, two further issues had arisen.</p> <p>The cast iron guttering near to the kitchen of the nursery was loose and rain water was pouring down the wall. This had been fixed but concern was raised that the guttering around the entire centre is in a poor state of repair and therefore dangerous. It was therefore agreed that this should be addressed as a matter of priority and at the same time the fascia boards replaced. In addition, the fixed Christmas lights should be removed by an electrician and the Christmas Working Party would progress with obtaining quotes for new lights.</p> <p>Action:</p> <ul style="list-style-type: none"> a) Clerk to arrange for the Christmas lights to be removed b) Cllr Abbott to prepare a clear specification for replacement guttering and fascia boards (removing the existing fascia boards completely and replacing with new). <p>The second job at the nursery was to secure a few loose parquet blocks in the Baby Room. This had been carried out. It was reported that the entire floor of parquet blocks is in need of maintenance as it appears the blocks had dried out and there was no “top surface”. It was agreed that the floor should be protected and if necessary sanding down prior to resealing and polishing. This job would have to be carried out over a weekend and the room emptied with the help of Rosebuds staff. Cllr Abbott to seek advice on what is required and source quotations.</p> <p>The remaining jobs on the programme were prioritised and included:</p> <ul style="list-style-type: none"> • Holes in brickworks – still outstanding but not urgent • Fire doors – one quote had been received but it was felt not appropriate. Rather than replace the doors it was agreed that if the broken edge could be fixed/filled, this would be acceptable as other jobs are more important • Grosvenor Centre Sign – Clerk to get quote for replacement sign with raised letters, maybe brushed aluminium on a black or blue background. Advice to be sought from sign company • Gate to bin store – in hand, quotes awaited. • Wrought iron fencing – quotes needed to scrape back and paint and for 	<p>Clerk Cllr Abbott</p> <p>Cllr Abbott</p> <p>Clerk</p>

	<p>removing fencing and dipping/sandblasting to decide on the appropriate action.</p> <ul style="list-style-type: none"> • Ceiling Tiles – Cllr Boston offered to replace the damaged ones • Removal of Air Conditioning Unit – not urgent • Tower purchase – agreed this is not now needed • Boiler Quotes – reviewed at the January meeting and no action taken since. The Clerk confirmed the boiler had been serviced but had required the Caretaker to relight it three times. Cllr Abbott to review the quotes again and discuss with the Clerk what further information is required. 	<p>Cllr Payne/Greatrex Cllr Boston</p> <p>Cllr Abbott</p>
6	<p>To receive any correspondence in relation to the Grosvenor Centre</p> <p>Nothing received</p>	
7	<p>To confirm the date of the next meeting</p> <p>The next meeting would be held on 26 June (not 2 July)</p>	

The meeting closed at 8.40pm