

Gnosall Parish Council
Minutes of the Grosvenor Centre Committee meeting
Held on 2nd July 2019 at 7.00pm

Present: Cllr C Emsley (in the Chair), Cllr T Simkin, Cllr J Archer, Cllr A Mills, Cllr S Powell, Cllr J Lammin and Jayne Cooper

Press and Public Open Forum – none present

1	<p>To receive any apologies and record absences</p> <p>Apologies were received from Cllr Gregory and Cllr Payne</p>	
2	<p>To receive any Declarations of Interest</p> <p>Cllr Simkin declared an interest as her parents are employees of the Parish Council working at the Grosvenor Centre Cllr Archer declared an interest in discussions about the bar provision and Designated Premises Supervisor role. Cllr Emsley declared an interest as his daughter is an employee at Rosebuds Nursery.</p>	
3	<p>To receive and confirm the minutes of the meeting held on 4th June 2019</p> <p>The minutes of the meeting 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> <ul style="list-style-type: none"> • Item 8 – the Rosebuds lease for 2019/2020 had been signed. • Item 9 – Electrical work is scheduled at the end of July, improvements to wi-fi had been completed, new hand driers had been purchased, thermostatic valves had been fitted to all radiators in the centre, and a new water boiler had been purchased and fitted. The new carpet for the coffee lounge is still outstanding. 	
5	<p>To consider</p> <p>Draft Fire Risk Assessment Policy and Draft Fire Risk Assessment Template</p> <p>The draft documents had been previously received and cllrs had read through them. All suggested changes were discussed and subject to a few minor amendments both documents were approved.</p> <p>Draft generic Risk Assessment</p> <p>Subject to a few minor amendments, including an additional column to show completion of actions taken (and therefore reducing any identified risk), the document was approved as presented.</p> <p>It was acknowledged that all three documents are working documents and would be updated further and would now lead to additional documents being produced for other parish council facilities/buildings. Cllr Lammin and Cllr Gregory were thanked for working on this project and for producing such well thought out and detailed documents.</p>	
6	<p>To confirm the date of the next meeting</p> <p>3rd September 2019</p>	

The meeting closed at 7.40pm