



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

[www.bramshottandliphook-pc.gov.uk](http://www.bramshottandliphook-pc.gov.uk)

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**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL AT THE  
NEXT MEETING ON 17<sup>th</sup> SEPTEMBER 2015**

**AN EXTRAORDINARY MEETING OF THE LIPHOOK MILLENNIUM  
CENTRE MANAGEMENT COMMITTEE WAS HELD ON WEDNESDAY 19<sup>th</sup>  
AUGUST 2015 AT 7.30 PM IN THE SOCIETIES ROOM AT THE LIPHOOK  
MILLENNIUM CENTRE, ONTARIO WAY, LIPHOOK.**

## MINUTES

### PRESENT:

Cllr J Ives  
Cllr J Poole  
Cllr D Jerrard  
Cllr B Easton  
Cllr E Trotter

### 57/15 CHAIRPERSON'S ANNOUNCEMENTS

Fire exits, mobile phones but allow recording of meeting.

### 58/16 APOLOGIES FOR ABSENCE

Cllr Croucher sent his apologies as he was likely to be late.

### 59/17 DECLARATION OF INTERESTS

None.

### 60/18 Use of LMC for Willows Nursery School

Cllr Ives read the following to the committee:

The only item on the agenda for this evening's extraordinary meeting is a proposal to offer the Canada Room here at the LMC to The Willows Nursery on a short term basis, from September to December 2015. Thank you to all the committee for coming this evening to discuss and vote on this matter. The proposal is being put to the committee in order to allow The Willows to re-open for the September term.

Jeanette Kirby and I have spent some time researching possible short and long term solutions which we have discussed with The Willows management team during a meeting on Thursday last week. I also met with the 3 managers of The Willows last Wednesday morning to show them the facilities here at the LMC with a view to them using the Canada Room. During our

meeting I also outlined some dates where there are some calendar conflicts due to existing bookings and our staff would honour those existing bookings and liaise with The Willows regarding use of other rooms at the LMC on those dates. I believe all parties are happy with this arrangement.

Because we have recently terminated the bar contract with our supplier we have a large storage cupboard adjacent to the Canada Room now available and, after discussions with The Willows, we can also offer the large kitchen. This means the small kitchen is still available, as usual, for other users of the LMC. We have also offered to them additional storage in the eaves which has already been cleared out ready for immediate use. These additional facilities would usually be chargeable items – the main large kitchen is usually £15 per hour, and storage charges £10 per month - but I am proposing that, in this instance, we waive these additional charges.

The parish council also understand from contact with the Scouts & Guides that there may be an opportunity there for The Willows but it would be up to the two parties to negotiate any arrangements. My understanding is that the fees of £16 an hour (£112 per day) there are currently not acceptable to The Willows.

If we agree to their usage this evening there would still need to be an Ofsted inspection to approve the use of the room for a nursery school. The parish council are in regular contact with Services for Young Children at Hampshire County Council who have indicated that the LMC would really only be suitable as a short term solution, whereas the Scouts & Guides hall would be a more viable option longer term as it is more self-contained. HCC have said that Ofsted should deal with any request to inspect premises as an emergency situation but it would be up to The Willows management to make the request for the inspection.

The hire charges for the Canada Room for the 6 hours that The Willows would require, would equate to £108 per day, but our recently agreed discounts for children's events would bring this down to £86.40 per day, plus additional costs already outlined for use of the kitchen and storage.

The parish council were previously only charging The Willows £31.74 per day for the pavilion building on the Rec and I would ask this committee to agree to transfer the same charges for use of the Canada room here. This is obviously way below any of the discounts we have recently agreed but this is an exceptional circumstance and would be a gesture of good will to The Willows offering them a solution for opening in the Autumn term.

The committee should also be mindful that this also brings a regular booking to the LMC for a period of time thereby increasing our footfall.

I would therefore like to propose that the committee accept the charge of £31.74 per day for the period September to December 2015 under the standard terms and conditions of hire of the LMC.

**Proposed: Cllr J Ives Seconded: Cllr J Poole Unanimous vote in favour**

**Meeting closed: 7.45pm**

Chairman

Date