



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

www.bramshottandliphook-pc.gov.uk

Mr P J STANLEY  
EXECUTIVE OFFICER

Tel: 01428 722988

Fax: 01428 727335

e-mail : council@bramshottandliphook-pc.gov.uk

THE PARISH OFFICE  
HASKELL CENTRE  
MIDHURST ROAD  
LIPHOOK  
HAMPSHIRE GU30 7TN

**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL AT THE  
NEXT MEETING ON THE 21<sup>ST</sup> JULY 2016.**

**A MEETING OF THE LIPHOOK MILLENNIUM CENTRE MANAGEMENT COMMITTEE  
WAS HELD ON THURSDAY 19<sup>TH</sup> MAY 2016 AT 7:30PM IN THE CANADA ROOM AT THE  
LIPHOOK MILLENNIUM CENTRE, ONTARIO WAY, LIPHOOK.**

## MINUTES

### **PRESENT:**

Cllr J Ives

Cllr M Croucher

Cllr E Trotter

Cllr J Poole

Cllr T Maroney

Mrs K Feeney – Liphook Millennium Centre Officer (LMCO)

Ms M Kite – Deputy Executive Officer

1 member of the press was present.

### **27/16 CHAIRPERSON'S ANNOUNCEMENTS**

Cllr Ives announced that Karen Feeney would be leaving at the end of May. She thanked her for her dedication and hard work whilst LMCO and acknowledged that she had gone a long way to turn things around at the centre, especially organising the film and food nights.

Deputy Executive Officer will clerk the meetings from here on.

Cllr Ives announced her retirement as chair of the committee and thanked the committee members for their support over the years.

### **28/16 APOLOGIES FOR ABSENCE**

None

### **29/16 DECLARATIONS OF INTEREST**

Cllr T. Maroney declared an interest in knowing one of the contractors tending for work on the amphitheatre and would therefore abstain from voting.

**30/16 MINUTES OF THE MEETING**

The minutes of the meeting held on 17<sup>th</sup> March 2016 were approved. Proposed by Cllr Ives and seconded by Cllr Croucher, unanimously approved.

**31/16 MATTERS ARISING FROM THE MEETING**

Minute 16/16 – The benches in front of the Millennium Centre still require attention. It was agreed that a sander could be hired and that the job should be completed as soon as possible.

**32/16 PUBLIC PARTICIPATION SESSION**

No members of the public were in attendance.

**33/16 REPORT ON ACTIVITY AT THE MILLENNIUM CENTRE**

Report from Karen Feeney, LMCO.

Cllr Trotter is to speak to the contractor doing the hall floor regarding the guarantee on the floor and to check that the floor covering will withstand the roller disco activity.

**34/16 BUDGET MONITORING STATEMENT**

Cllr Ives commented that she was pleased to see a rise in income from the film nights and from ‘refreshments’ from various events. Overall, she concluded that things were heading in the right direction.

**35/16 VAT UPDATE**

Following approval from HMRC for the Millennium Centre to charge VAT, a working party will convene as soon as possible to discuss the fee structure for bookings which will be brought to the next meeting in July.

The working party will consist of Cllr Maroney, Cllr Poole, Cllr Ives and an officer.

**36/16 AMPHITHEATRE**

Since the last meeting clarification has been received for seeding and laying turf to the area. Contractor 1 has said that they are not turfing specialists and would only be able to seed the area; a small deduction was made to their original quotation. Contractor 2 originally quoted for both turf and seed. Cllr Trotter advised the committee on the benefits, problems and work involved for the ground staff on each finish and gave a rough estimate as to how much laying turf would cost if contractor 1 was awarded the work.

There was a unanimous decision to go with turf. Cllr Ives proposed that Contractor 2 be awarded the contract. Cllr Croucher seconded, all voted in favour. A.J. Grace, to be contacted and the work to be started as soon as possible.

**37/16 AUDIO VISUAL EQUIPMENT**

Further discussion is required to ascertain exactly what the hall is used for and therefore, what equipment needs to be upgraded. However, a more efficient hearing loop is essential and two other companies will be invited to tender for the work on this alone.

**38/16 EXCLUSION OF MEMBERS OF THE PUBLIC AND PRESS**

In accordance with the provisions of section 1(2) of the Public Bodies (admission to Meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted.