



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL AT THE NEXT MEETING

A MEETING OF THE LIPHOOK MILLENNIUM CENTRE MANAGEMENT COMMITTEE WAS HELD REMOTELY ON MONDAY 2nd NOVEMBER 2020 AT 7:30 PM.

MINUTES

PRESENT:

Cllr Winfield (Chair)
Cllr Coyte
Cllr P Curnow-Ford
Cllr Hall
Cllr Kirby

Ms D Meek - Deputy Executive Officer
Mr P Jones – Property Manager
Mrs G Snedden - Events Manager (part)

45/20 CHAIR'S ANNOUNCEMENTS

A video and audio recording of the meeting was being made for the purpose of the minutes.

46/20 APOLOGIES FOR ABSENCE

None. Mrs Snedden will arrive late for the meeting.

47/20 DECLARATIONS OF INTEREST

No pecuniary interests were declared.

48/20 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 7th September 2020 were approved as a true record. Proposed Cllr Winfield, seconded Cllr Coyte, all in favour.

49/20 MATTERS ARISING FROM THE MEETING – For Information Only

None.

50/20 PUBLIC PARTICIPATION SESSION

Public Questions – Not on the Agenda

None.

Public Participation – On the Agenda

None.

51/20 BUDGET MONITORING

The Income and Expenditure to September 2020 was noted.

52/20 DRAFT BUDGET 2021/22

The second draft budget was considered. The DEO advised that the Letting Income figure had been reduced from £40,000 in the first draft to £36,000 in this draft. Members discussed whether this figure was appropriate but agreed to accept the proposed draft budget without any changes.

This item was brought forward on the agenda as the Events Manager had not yet arrived. She arrived during this item.

53/20 EVENTS MANAGER'S REPORT

A report from the Events Manager was noted. She informed the committee that she will be doing an online gingerbread house event this year. There are some groups booked in until Wednesday and she will be notifying customers that the LMC will be closed from Thursday 5th November in line with current Government legislation.

Cllr Kirby thanked the Events Manager for doing the gingerbread house event and Cllr Winfield thanked her for her hard work in the current circumstances.

54/20 REOPENING OF THE LMC

The committee considered whether to give discretion to the Events Manager to open the LMC more widely for bookings and events subject to Government guidelines once the forthcoming lockdown has been lifted. This would include things such as having more than one booking at a time. It was proposed by Cllr Coyte, seconded by Cllr Hall and agreed to give this discretion to the Events Manager.

55/20 GUTTERING

The committee considered whether to replace or repair the LMC guttering. The Property Manager advised that a repair would include replacing every joint and he was confident that this would achieve drip-free guttering and should last at least 5 years. The cost for this would be considerably less than a full replacement.

It was agreed to repair the guttering rather than replace it, subject to Council approval of capital funds. The DEO advised that a request for funds will now be made and quotations will be sought.

56/20 WI-FI AND BROADBAND

- i. A quotation to upgrade to fibre broadband had been obtained from the current service provider, TalkTalk Business, on a 24-month contract. This would provide a faster broadband speed and lower monthly costs for the telephone

and broadband. It was unanimously agreed to accept the quotation and agree the new contract. Proposed Cllr Winfield, seconded Cllr Kirby.

- ii. A report on how to improve the building's Wi-Fi, together with a quotation for undertaking the necessary work, had been obtained. After discussion, it was agreed to initially just move the router into the main office closer to the master socket and obtain an additional range extender to provide Wi-Fi in the main hall. This, together with the broadband upgrade, should improve speed. Once this has been done, it will be established how the Wi-Fi is performing and then reconsider undertaking the additional work if necessary at a subsequent meeting.

57/20 USE OF ROOMS AS OFFICE SPACE

The Events Manager had provided a proposal regarding hiring out rooms as office space, including proposed hire charges. The Committee agreed that they would like the Events Manager to proceed with this proposal in the New Year and following the changes to the broadband and Wi-Fi agreed above. Proposed Cllr Winfield, seconded Cllr Hall.

58/20 AMPHITHEATRE STEPS

Due to safety concerns, it was agreed to remove the amphitheatre steps and grass over the area.

Meeting closed at 8:36 pm

Signed

Date

Chair