



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL AT THE
NEXT MEETING ON 13th MARCH 2014**

A MEETING OF THE LIPHOOK MILLENNIUM CENTRE MANAGEMENT COMMITTEE WAS HELD ON THURSDAY 16th JANUARY 2014 AT 7.30 PM IN THE SOCIETIES ROOM AT THE LIPHOOK MILLENNIUM CENTRE, ONTARIO WAY, LIPHOOK.

MINUTES

PRESENT:

Cllr Croucher – Acting Chairman
Cllr Jerrard
Cllr T Maroney
Cllr Ms J Poole
Mrs G Kirkpatrick
Mr K Stephenson
Mr P Stanley - Clerk

Also in attendance: Mrs W Moore

01/14 ELECTION OF A CHAIRPERSON

In the absence of the Chairman and Vice Chairman, Cllr Croucher was elected unanimously as the Chairman for the meeting.

02/14 CHAIRPERSON'S ANNOUNCEMENTS

Cllr Croucher advised on the fire safety arrangements for the building

03/14 APOLOGIES FOR ABSENCE

Cllr D Hoskins, Cllr J Ives, Mr C Evenden, Mr Baker

04/14 DECLARATION OF INTERESTS

No interests were declared.

05/14 MINUTES OF THE MEETING

The minutes of the meeting held on 5th December 2013 & 12th December 2013 were approved. Proposed Cllr Croucher, Seconded Cllr Poole, unanimously approved.

06/14 MATTERS ARISING FROM THE MEETING

Minute 141/13 – The Chairman will be contacting Mr Pate about representation of U3A at future meetings.

Minute 151/13 – The Clerk confirmed that the fire safety training had now been completed and had been a useful course.

07/14 OUTSTANDING ACTIONS FROM LMCMC MEETINGS 2013

Short Term items – Cllr Ives was still to look through the equipment cupboard. Cllr Maroney had met with the Scouts and guides. He advised that the Scouts & Guides may be increasing charges later in the year and that any discount for the Parish Council booking will be small unless they are bulk bookings, which was unlikely.

Long Term items – Nothing new to report.

08/14 PUBLIC PARTICIPATION SESSION

No questions were raised. The committee was advised that some bookings had been cancelled as a result of the new fees.

09/14 RISK ASSESSMENT

Cllr Poole advised that the Kitchen Safety was difficult as there were no catering staff. Cllr Maroney had completed the Lighting Safety and had identified that there were some lighting problems to be resolved. In addition Stage Lighting have inspected the lighting rigs and will be reported shortly. Gas Safety was the last item to consider and Cllr Croucher agreed to complete this assessment.

10/14 ROOF LEAK

The Clerk advised the committee of a continuing minor roof leak at the LMC. The contractors who replaced the existing gully roof had visited the hall and identified this as a new problem, with some of the edging of the tiles damaged in the recent poor weather. The remedial work had been completed and it was hoped that the problem is now fixed.

11/14 REPORTS

No reports were presented.

12/14 AMPHITHEATRE

A trial pit had now been dug to review a problem in the foundations. Old metal, wood and general building rubble was evident. This needs to be removed and appropriate support material used. A price for the work was being obtained by the Clerk and an insurance claim will be filed. An updated report will be made at the next meeting.

Meeting ended 7.55 pm.

Chairman

Date