



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL AT THE
NEXT MEETING ON 15th MAY 2014**

A MEETING OF THE LIPHOOK MILLENNIUM CENTRE MANAGEMENT COMMITTEE WAS HELD ON THURSDAY 13th MARCH 2014 AT 7.30 PM IN THE SOCIETIES ROOM AT THE LIPHOOK MILLENNIUM CENTRE, ONTARIO WAY, LIPHOOK.

MINUTES

PRESENT:

Cllr J Ives - Chairman
Cllr M Croucher
Cllr T Maroney
Cllr Ms J Poole
Mrs G Kirkpatrick
Mr P Stanley - Clerk

There were no members of the public or press present

13/14 CHAIRPERSON'S ANNOUNCEMENTS

Cllr Ives explained the fire safety arrangements for the building

14/14 APOLOGIES FOR ABSENCE

Cllr D Hoskins, Cllr D Jerrard

15/14 DECLARATION OF INTERESTS

No interests were declared. Mrs Kirkpatrick advised that she was a member of Liphook in Bloom.

16/14 MINUTES OF THE MEETING

The minutes of the meeting held on 16th January 2014 were approved.
Proposed Cllr Croucher, Seconded Cllr Poole, unanimously approved.

17/14 MATTERS ARISING FROM THE MEETING

Minute 07/14 – It was noted that the Clerk would be meeting with the Scouts & Guides Management Committee to review the Rent which was now due from 2013. Following this it was likely that the charges would then be reviewed. It is at this stage that the hall representatives can discuss any arrangements for occasional use in the event of the whole complex being hired.

A proposal on the rent increase will be brought to a future meeting of this committee.

18/14 OUTSTANDING ACTIONS FROM LMCMC MEETINGS 2013

Short Term items – Cllr Ives will be reviewing the equipment cupboard later in the week.

Long Term items – Nothing new to report.

19/14 PUBLIC PARTICIPATION SESSION

No members of the public were present.

20/14 CHARGES

It was reported that five groups had recently cancelled regular bookings covering Pilates, Yoga and Weight Watchers. The Management Committee will continue to monitor any future cancellations as well as any new business and the Clerk will maintain a list for future meetings. It was also noted that the council's Internal Auditor had also looked at the LMC as part of her audit and recommended that the Committee review the fees structure in six months' time. This was agreed.

Liphook in Bloom had asked the committee to consider whether any concession could be made in view the work undertaken by the organisation on behalf of the local area. The committee felt that as the organisation receives grant support, any charges should be met from the allocation and if necessary reflected in future year grant requests. The clerk will respond to the letter from Liphook in Bloom on behalf of the committee.

21/14 ELECTRICAL TESTING REPORT

The electrical stage lighting and access tower had recently been inspected and a number of urgent actions identified. The likely cost of the work is such that three quotations were needed for the rectification of faults. It was agreed that the chairman would check out possible contractors with other local halls and advise the clerk so he can seek quotations. Approval to the work could be given by full council or Finance & Policy or by the calling of an extraordinary meeting.

22/14 REPORTS

No reports were presented.

23/14 AMPHITHEATRE

The Clerk advised the committee of the order of cost to rectify the subsidence. It had been established that the work was not covered under the council's insurance but could be met from maintenance reserves.

The clerk also explained the difficulty facing the council with its VAT exempt activity. Normal expenditure on running the Millennium Centre placed the council close to the limit for items regarded as VAT exempt activity. However, the costs of maintenance work discussed above was likely to breach the threshold. The council therefore needed to consider how to proceed in the future with regard to VAT and this will need discussion at a future meeting.

24/14 NEW MILLENNIUM CENTRE ADVISORY COMMITTEE

The chairman stated that the council's Standing Orders were currently being reviewed and updated. As part of this, it was clear that non councillors were unable to have voting powers where a committee has delegated spending powers. In view of this it had been agreed by the Parish Council that the Standing Order covering membership of the Millennium Centre Management Committee be changed. From April 2014, only councillors would be members of this group. To ensure that users still had a voice, an Advisory Committee will be established, chaired by a councillor and reporting back to the Management Committee. The chairman thanked the user's representatives for their work on the committee. It was agreed that the clerk write to each of the user representatives advising them of this change and thanking them for their individual contributions.

Meeting ended 8.55 pm.

Chairman

Date