



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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**THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL AT THE
NEXT MEETING ON 10th JULY 2014**

A MEETING OF THE LIPHOOK MILLENNIUM CENTRE MANAGEMENT COMMITTEE WAS HELD ON THURSDAY 15th MAY 2014 AT 7.30 PM IN THE SOCIETIES ROOM AT THE LIPHOOK MILLENNIUM CENTRE, ONTARIO WAY, LIPHOOK.

MINUTES

PRESENT:

Cllr M Croucher – Acting Chairman
Cllr T Maroney
Cllr Ms J Poole
Mr P Stanley – Executive Officer

There were no members of the public or press present

25/14 CHAIRPERSON'S ANNOUNCEMENTS

Cllr Croucher explained the fire safety arrangements for the building

26/14 APOLOGIES FOR ABSENCE

Cllr D Hoskins, Cllr J Ives, Cllr D Jerrard

27/14 DECLARATION OF INTERESTS

No interests were declared.

28/14 MINUTES OF THE MEETING

The minutes of the meeting held on 13th March 2014 were approved.

29/14 MATTERS ARISING FROM THE MEETING

There were no matters arising that are not on the agenda.

30/14 OUTSTANDING ACTIONS FROM LMCMC MEETINGS 2013 & 2014

Short Term items – In the absence of Cllr Ives, it was not possible to determine whether the equipment cupboard had been cleared so this will be left on the list.

Long Term items – There were no developments to report on the three longer term action points.

31/14 PUBLIC PARTICIPATION SESSION

No members of the public were present.

32/14 CHARGES

The Executive Officer is keeping the movement of bookings under review. The increased charges will be reviewed in 6 months from implementation as agreed at the last meeting. There were no more cancellations from regular users of the hall. It was felt that those that were going to leave had now done so. One of the users who had left was now using the facilities again, but on a trial basis to see if it is financially viable. A number of new bookings had been made for birthday parties which is very encouraging particularly as they are weekend bookings. The centre will also be used for the European Parliamentary Elections on 22nd May 2014. A further update will be provided at the next meeting.

33/14 LIFT INSPECTION

The lift at the millennium centre was currently out of action and needed inspection. The Executive Officer had arranged the necessary “LOLER” inspection through the council insurers, Zurich Municipal. The first attempt at undertaking the inspection was not successful in that the inspector was incorrectly told locally that the inspection was no longer needed. The Executive Officer will re-arrange this visit as part of the insurance renewal process.

34/14 STAGE LIGHTING INSPECTION & REPAIR

Following the annual inspection, Stage Electrics had recommended some required action. An estimate of the work has been obtained by the Executive Officer. Cllr Ives had also looked at the area with a contractor who raised some issues with construction and loading. Cllr Maroney felt that the loading will have been considered at the time the building was erected and agreed to contact EHDC to obtain copies of the certificates and any other useful background documentation.

35/14 AMPHITHEATRE

The subsidence in the amphitheatre had previously been inspected and put down to the use of the wrong materials in the foundations. A quotation for the work had been obtained to provide the order of cost to fix this problem. As this area was not unsafe, it was agreed to hold any work on this until a programme of work is determined for the centre as a whole.

36/14 ADVISORY COMMITTEE

Following the decision to establish an advisory committee made up of centre users, it was necessary to determine membership and terms of reference for this group. The users expertise will be an important aspect of the longer term development of the centre. It was felt that the new structure should be in place following the organisational review before a decision is made so that those involved can help determine the type of input necessary.

37/14 CINEMA ADVERTISING

It was noted that income could be generated from advertising both during the film screening and also from displays in the hall itself. It may be necessary to bring in expertise to advise the council on how to maximise revenues from this source and also help it create the advertising material. It was agreed that the use of advertising should be explored further.

38/14 SPORTS FACILITIES

It was reported that the committee had been asked to consider the possibility of using the Millennium Centre for table tennis. Following a detailed discussion it was felt that the centre was not a suitable venue for physical sporting activity. It was also felt that there would be a problem with the storage of table tennis tables and that the activity could interfere with other users of the centre. It was decided not to allow table tennis activity in the centre at this stage.

39/14 REPORTS

No reports were presented.

Meeting ended 8.20 pm.

Chairman

Date