



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 15th JANUARY 2015**

**AN EXTRAORDINARY MEETING OF THE LIPHOOK MILLENNIUM
CENTRE MANAGEMENT COMMITTEE WAS HELD ON WEDNESDAY 17TH
DECEMBER 2014 AT 10.00AM IN THE VILLAGE ROOM AT THE LIPHOOK
MILLENNIUM CENTRE, ONTARIO WAY, LIPHOOK.**

MINUTES

PRESENT:

Cllr M Croucher
Cllr J Ives
Cllr T Maroney
Cllr J Poole

Mr S Gavin – Property & Grounds Manager (PGM)
Mrs R Lawrence – Liphook Millennium Centre Officer (LMCO)

There were no members of the public or press present

81/14 CHAIRPERSON'S ANNOUNCEMENTS

Cllr Ives made no announcements.

82/14 APOLOGIES FOR ABSENCE

Cllr Hoskins
Cllr Jerrard

83/14 DECLARATION OF INTERESTS

No interests were declared.

84/14 MINUTES OF THE MEETING

Minutes of the meeting held on 13th November 2014.

A number of changes and typographical errors were noted.

Proposed Cllr Ives, Seconded Cllr Croucher, unanimously approved.

85/14 MATTERS ARISING FROM THE MEETING

Item 68/14 The PGM needs to chase David Barfield again to get a weight load inspection completed before any repairs are carried out.

Item 70/14 Cllr Maroney noted again that he does not see the need to have the CCTV replaced. The PGM noted that the number of broken windows has now increased to 23. Cllr Croucher noted that he attends the Police Liaison meetings on behalf of the Council and has been informed that the Police will no longer investigate any vandalism unless clear proof, such as CCTV footage, is given. CCTV is on the list of items to be approved at the F&P Committee meeting in January.

The PGM noted that 3 local quotes have been obtained to replace the toilets but contractors offering 'Design and Build' services were not able to provide quotes in the timescale available.

It was noted that since the previous meeting, the Executive Officer has informed the Committee that decision about the money transferred for the use on the LMC by the F&P Committee needs to be agreed by the F&P Committee before contractor can be approved. As such, the decisions about appointing contractors to replace the CCTV, replace the LMC furniture, decorate reception and replace the toilets will need to happen at the January meeting after the next F&P Committee meeting.

Item 72/14 The Committee felt that a new website was an unnecessary expense at this stage and suggested the LMCO contacted Alan and Mark Baker from the Dark Group to assist with any changes need to update the current website.

Item 73/14 The Committee should consider in May whether to amend the standing orders to allow non-Parish Councillors to be on the Committee with non-voting rights.

It was agreed that a meeting with the LMC's regular users should be arranged by the LMCO for the New Year. Cllr Ives and Cllr Poole agreed to attend as representatives from the Committee.

Item 74/14 The Scouts and Guide lease will be discussed at the next F&P meeting in January. A meeting has been held by Cllrs Ives and Jordan with the Executive Officer and representatives from the Scouts and Guides.

Item 75/14 The LMCO updated the Committee on recent communications with the Church that had shown an interest in hold regular meetings at the LMC and informed them that the Church is looking to hold weekly meetings on a Sunday morning using the whole complex which, over a year, would lead to an income of over £11,000. Cllr Ives noted that she had spoken to someone involved with the Church and they are keen to move to the LMC but that their budget does not reach the LMC's current pricing structure. Cllr Maroney again noted his concern over a possible decline in Saturday evening bookings as a result of having the Church service on the Sunday morning.

It was agreed that the community discount should be offered to the Church and if they wanted to progress and book the LMC with that price, it should be discussed again at the January meeting.

Item 76/14 The LMCO informed the Committee that the changes had been made to the Terms and Conditions for booking the LMC and the Executive Officer had approved them. The Executive Officer reported, after discussing with the Council's insurers, that Point 11 should remain as it is as individual booking such as birthday parties are covered by the Council's

insurance but regular users should have their own insurance. The revised Terms and Conditions will be sent to the regular users along with the LMC Christmas/new year letter.

Item 78/14 Cllr Ives updated the Committee on the brief Events Sub-Committee meeting held before the meeting and informed them that discussion were had about holding a bands night, developing a children's cinema and a comedy night. More details will be presented to the Committee at the January meeting.

Item 80/14 Cllr Ives provided an update of her discussions with Peter Whitely regarding the bar contract.

It was agreed that alternative bar management options should be discussed at the January meeting and the report developed in conjunction with Chichester College should be circulated with the papers in advance of the meeting.

86/14 PUBLIC PARTICIPATION SESSION

No members of the public or press were present.

87/14 AMPHITHEATRE

It was noted that the PGM had only been able to acquire one further quote due to lack of responses from potential contractors and references for contractor 2.

It was unanimously agreed that contractor 4, Haynes Builders, should be appointed to complete the work at an estimated cost of £12,999.00. PGM to progress but monitor the work to ensure no unnecessary costs are added to the estimated cost. The PGM noted that Haynes Builders currently have a backlog of work have not yet started a job for the Council that was appointed 2 months ago and so could not guarantee when the work would be completed.

88/14 PLASMA TELEVISION

It was noted that all quotes include installation costs, a 50" plasma television with CAT6 cabling linked to the office PC so that all updates can be publicised and the LMC can earn some money from advertising local businesses.

It was unanimously agreed that contractor 1, R&M, should be appointed to complete the work at a cost of £1,230.00. PGM to progress.

89/14 DISWASHER

It was noted that the LMC's dishwasher in the small kitchen has recently broken and needs to be replaced. A small one is currently being used in the interim but this does not have the capacity that is needed.

It was unanimously agreed that contractor 1, G&N Supplies, should be appointed to provide the replacement dishwasher at a cost of £1538.00 and a stand to raise the level of the dishwasher should also be purchased.

90/14 THREE COUNTIES BEER, WINE AND SPIRITS FESTIVAL

The LMCO circulated an updated proposal which included some estimated figures. It was agreed that further development is needed, including a full budget, and should be presented at the next meeting for approval by the Committee.

Chairman

Date