



# BRAMSHOTT & LIPHOOK PARISH COUNCIL

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THE PARISH OFFICE  
HASKELL CENTRE  
MIDHURST ROAD  
LIPHOOK  
HAMPSHIRE GU30 7TN

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

A MEETING OF THE LIPHOOK MILLENNIUM CENTRE MANAGEMENT COMMITTEE WAS HELD ON MONDAY 2<sup>nd</sup> MARCH 2020 AT 7:30PM IN THE HASKELL CENTRE, MIDHURST ROAD, LIPHOOK.

### MINUTES

#### **PRESENT:**

Cllr Olson (Vice Chair)  
Cllr Coyte  
Cllr P Curnow-Ford  
Cllr Kirby  
G Snedden - Events Manager  
D Meek - Deputy Executive Officer

The Press were in attendance.

In the absence of the Chair, the meeting was chaired by the Vice Chair.

#### **13/20 CHAIR'S ANNOUNCEMENTS**

The Chair welcomed everyone to the meeting. She reminded them to have their phones on silent and explained where the fire exits were.

#### **14/20 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Hall and Winfield.

#### **15/20 DECLARATIONS OF INTEREST**

No pecuniary interests were declared.

#### **16/20 MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 6<sup>th</sup> January 2020 were approved as a true record. Proposed Cllr Kirby, seconded Cllr Coyte, all in favour.

**17/20 MATTERS ARISING FROM THE MEETING – For Information Only**

Min. 11/20 Canada Room Audio System – Cllr Kirby enquired whether a specialist had been consulted. The DEO reported that the Property Manager had consulted someone and the intention is to bring a report to the next committee meeting. Cllr Coyte advised that he will be meeting with the Property Manager and Mr Kevin Carrig to discuss the audio requirements for the building.

**18/20 PUBLIC PARTICIPATION SESSION**

Public Questions – Not on the Agenda

None.

Public Participation – On the Agenda

None.

**19/20 REPORTS**

A report on activity at the LMC and an analysis of recent events were noted. The Events Manager advised that she is considering an August film festival. Members expressed thanks to the Events Manager for the progress being made.

**20/20 BUDGET MONITORING**

Income and expenditure for April 2019 to January 2020 was noted.

**21/20 FURNITURE**

The Events Manager explained why new tables and chairs are needed for the LMC and spoke about the advantages of the proposed furniture. The DEO advised that the furniture can be funded from the LMC revenue budget.

It was agreed to purchase the following from Office Furniture Online for a total cost of £2,992.00 plus VAT:

- 6 trapezoidal folding tables
- 6 rectangular folding tables
- 10 square flexi tables
- 60 banquet chairs in blue (or wine if blue is not available)

Proposed Cllr Coyte, seconded Cllr Curnow-Ford, all in favour.

Any old furniture can either be stored upstairs or disposed of if no longer needed.

Meeting closed at 7:52 pm

Signed

Date

Chair