



WYBERTON PARISH COUNCIL

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Minutes taken by Laura Forman Locum Clerk, at the meeting of Wyberton Community Centre and Events Committee which was held on

Wednesday 19th February 2025 at 2:45pm in Wyberton Community Centre, Meeting Room.

(These minutes will be checked at the next meeting before the council amends/approves them as a correct record)

Present: Cllr David Williams (Chairman), Cllr Maxine Stones, Cllr Caryn Sheldrake and Cllr Allan Fryer, the Clerk Val Austin and the Locum Clerk Laura Forman.

Start time: 2:54pm

- 1. Chairman to open the meeting:** Cllr David Williams (Chair) welcomed everyone to the third community centre and events committee meeting.
- 2. Apologies for absence:** To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting:
 - Cllr Jason Stevenson – Due to work commitments
- 3. Declarations of interest (if any):** To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests
 - None declared.
- 4. Minutes of the Community Centre and Events Committee meeting held on Wednesday 30th October 2024-** To resolve as a correct record and to authorise the Chairman to sign the official minutes.
Cllr Allan Fryer proposed and Cllr Caryn Sheldrake seconded for Cllr David Williams (Chair) to sign the minutes.
- 5. Discuss & Resolve items relating to the Community Centre.**

The committee resolved to move Agenda item 5:5 to this point:

- 5:5: **Cllr Maxine Stones in talks for replacement chairs in PGS – Update:**
Cllr Maxine Stones is still in talks with regards to the replacement chairs in the Prince George Suite.
Cllr David Williams stated that it may be possible to include the furniture within the funding application with East Coast Community fund.
All Agreed – that the Committee will await a further update from Cllr Maxine Stones once they have received a response from the Supplier.

The committee resolved to move Agenda item 5:2 to this point:

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5:2 To Change the way that the end of a party procedure is performed with checks with the Hirer and the Caretaker. – Cllr Caryn Sheldrake.

Cllr Caryn Sheldrake proposed that a checklist be instated. The Caretaker will go through the checklist with the Hirer before and after use of the Community centre. The list will need to be signed by the Hirer.

Resolved – A trial run of the checklist will be carried out, with the procedure to be reviewed at the next meeting.

The committee resolved to move Agenda item 5:7 to this point:

**5:7 To discuss other related Community Centre issues
- Increase of Security deposits for hire of the Hall.**

Resolved – All councillors agreed for the deposits for Parties (up to midnight) to be changed: Adult party security deposit from £150.00 to £200.00 and the Children's party security deposit from £50.00 to £100.00.

The committee resolved to move Agenda item 5:1 to this point:

5:1 Events for 2025 – Cllr Caryn Sheldrake.

Cllr Caryn Sheldrake shared details of the upcoming events in 2025 to be held at the Community Centre. Quiz night on Friday 21st February 2025 and Tabletop on Saturday 1st March 2025 including a Pop-Up Café.

Cllr Caryn Sheldrake advised that she had further ideas of events she would like to put on in 2025 including; an afternoon tea (possibly on or around National Cream Tea Day on 27th June 2025), a Tea dance and the possibility of holding a Supper Club once per month. Councillors discussed other types of events.

Cllr David Williams mentioned Grant Funding and Sponsorship to hold the events.

All agreed that Cllr Caryn Sheldrake would look at possible funding for proposed events.

The committee resolved to move Agenda item 5:3 to this point:

5:3: Repairs and decorating needed in the Community Centre Main Hall and Prince George Suite.

Following the audit of repairs needed in the Community Centre and Prince George Suite, many have now been completed by Cllr Allan Fryer.

All Councillors discussed the remaining outstanding repairs and the redecoration of the Prince George Suite.

Resolved – All Councillors agreed that walls and woodwork of the Prince George Suite could be repainted by the Councillors, with the possibility a mural being added at a later date depending on the cost. The flooring to remain as existing.

Resolved – All agreed to repaint the Ceiling in the Meeting room to remove the outline of the old light fittings.

Resolved – All Councillors agreed that a professional company would be required to carry out the repairs of the damage caused by balls to the Main Hall Ceiling and Panels and

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therefore, these repairs will be placed on hold and reviewed at a later date.

Councillor Maxine Stones left the meeting at 3.20pm.

- 5:4. **Require someone to inspect the playpark on a weekly basis and report defects.**
All Councillors discussed the frequency of existing checks carried out by Kompan.
Resolved – All agreed to ask David Creasey (Warden) to see if he is willing to carry out the Weekly checks.

The committee resolved to move Agenda item 5:6 to this point:

- 5:6. **Hosting the Bread and Butter Charity at Wyberton – Cllr Caryn Sheldrake.**
Originally the idea of former Councillor Steve Slater, it was suggested that the Council could provide the Community Centre free of charge on a set date/time and volunteers to host the Bread and Butter Charity. Cllr Caryn Sheldrake advised that the Charity is hosted in Old Leake and is currently oversubscribed. It is a good idea for the Community and there would also be an opportunity to sell warm beverages as a community centre at the same time.
Resolved – All in favour of Cllr Caryn Sheldrake pursuing this idea further

The committee resolved to return to Agenda item 5:7 at this point:

- 5:7 **To discuss other related Community Centre issues.**

- Additional Storage Cupboards.

Cllr Caryn Sheldrake stated the need for further storage in the Community Centre; proposing that additional cupboards be installed in the Cloakroom area. Cllr Allan Fryer added that the Caretaker at the Old Leake Community Centre was able to carry out these works to a good standard.

Resolved – All Councillors agreed that Cllr Allan Fryer was to ask the Caretaker of Old Leake Community Centre for a quotation for these works.

-Entrance Hall Mats

Resolved- All agreed that the Clerk is to obtain quotations for two new entrance mats to replace the existing ones.

-Repairs to outside Benches and Sinks

Cllr Allan Fryer advised that on inspection; the outside benches would need stripping and that some of the wood is rotten and would need replacing.

Resolved – Cllr Allan Fryer to obtain quotations for timber to replace rotten wood and to look into obtaining funding from Asda Green Space, as the benches are within a community space.

6. To discuss & agree the date of the next meeting.

All Councillors agreed that the next meeting is to be held on: Wednesday 18th June at 2.00pm.

With no other matters the meeting closed at 4.05pm.

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Signed by Chairman.....

Dated.....