

WYBERTON PARISH COUNCIL

Mrs Val Austin, Clerk, Wyberton Community Centre, 295 London Road, Wyberton, PE21 7DE

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Minutes taken by Val Austin Clerk, at the meeting of Wyberton Community Centre Committee which was held on

Monday 30th May 2022 at 7:30pm in Wyberton Community Centre

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

Present: Councillor Steve Slater, Councillor Hev Ainsworth, Councillor Paul Lote, (appointed committee chairman) Councillor John Smith & The Clerk Val Austin.

Start time: 7.22pm

- 1. To elect a Chairman** for the ensuring year 2022/2023 – For Community Centre Committee.
On proposal from all councillors and with no objections, all resolved for Councillor Paul Lote to be the community centre committee Chairman for the forthcoming year
- 2. Signing of the Declaration of Acceptance of Office** by the Chairman, Cllr Paul Lote for the Community Centre Committee to be witnessed by the Proper Officer – Councillor Paul Lote accepted the Chairmanship, for the Community Centre Committee and it was duly signed & witnessed.
- 3. Chairman to open the meeting** – Cllr P Lote, welcomed the councillors & the clerk to the inaugural meeting of the Community Centre Committee.
- 4. Apologies for absence:** To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting – No apologies received.
- 5. 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 Received.
- 6. Discuss various items relating to the Community Centre.**

i. Councillors to walk around centre, to determine what is required

The councillors had a walk around the community centre, commenting on various aspects of the centre that required repairing. Including the facias, guttering, carpark, hall's & garden. The councillors had a lengthy discussion about the hedge being removed by the Prince George Suite & was decided that a fence would not be required along the stretch of boundary. Chairman Paul Lote, to contact Cllr Richard Austin with regards to the fencing.

ii. To discuss the quote received from the alarm company

The councillors agreed to the quote to have an alarm installed in the PGS & The Clerk's office. The Clerk to arrange with the alarm company.

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iii. **To discuss the memorial bench that was agreed at the meeting dated May 10th**

The councillors agreed to the Traditional bench for the community green, with a plaque to mark the Queens Jubilee. It was agreed at the parish meeting to purchase two benches. Cllr Steve Slater, has obtained four picnic benches for the Community green. The clerk to arrange for the benches & plaques to be purchased from Marmax.

iv. **To discuss the newsletter for the centre**

Cllr Steve Slater to speak to Kirton Newsletter to see if Wyberton Community Centre could be a part of their newsletter. Cllr S Slater to advise at next meeting.

v. **To discuss Fridge / Freezer / dishwasher**

The councillors agreed for the clerk to look into the best options for these items & to purchase.

vi. **To discuss the pricing of hiring the centre**

The councillors agreed that the regular users' costs need to be looked at, regular users are charged £12.50 an hour, agreed to be reviewed once there was six months' worth of budget, As Beacon Church use two rooms on a Sunday, they should be charged £20.00 an hour. A letter to be sent to the regular users to advise of a price increase.

The cost of the hall for occasional users, was discussed as follows:

£15 an hour for children's parties – Minimum of two hours

£16 an hour for main hall events – Minimum of two hours

£20 an hour for any two rooms – PGS or meeting room

£25 an hour for any three rooms – PGS & Meeting room

£250.00 for a Full day package from 8am to 12 midnight, based on using the three rooms at the community centre.

Also agreed that the £100 refundable deposit to be used to confirm the booking, to change the Terms & Conditions. To also remove the hall key charge from the Terms & Conditions.

vii. **To discuss key access for hirer's**

The councillors agreed to a key box for when the caretaker is unable to open up or close for an event, due to holiday, sickness, etc. The Clerk to find out if having a key box will invalidate the insurance.

viii. **Any other items to be discussed**

The Perspex on the noticeboard by the Spar shop to be replaced, as unable to see through, the clerk to find out information to who the supplier of the board was.

Cllr S Slater to look at the noticeboard at Central Park to see if it would be suitable for the Community Centre. The Clerk has received an email from Cllr R Austin with contact details of the noticeboard company.

Discussion of the garden maintenance, to reduce the costs of the community centre gardening by getting the councillors or someone local to do the grass cutting cheaper than at present, to what the community centre is paying.

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It was also agreed to leave the tables out for the caretaker to put them back in the racks correctly, to avoid any further accidents happening. The caretaker is happy with this arrangement.

ix. **To discuss & agree the date of the next meeting.**

The next Community Centre Committee meeting will be held on 25th July 2022 at 7pm at the community centre meeting room.

With no other business the meeting closed at 9.33pm.

Signed by Chairman.....

Dated.....