TANGMERE PARISH COUNCIL

Minutes of the Village Centre Committee Meeting held at 7.30pm on 26 March 2019 in the Committee Room

Present:
Councillors- Roger Birkett (Chairman), Andrew Irwin, Kirsten Lanchester, and Simon Oakley (late 19:51)

In attendance:
Louise Steele – Clerk to the Council
Judy Simnett – VC User Group
One member of the public

299	**AGENDA ITEM 1 - APOLOGIES FOR ABSENCE** Apologies for absence were received from Cllrs Hilton and Ware.	
300	**AGENDA ITEM 2 - DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.** Cllr Oakley declared non pecuniary interests, in general terms, as a member of Chichester District Council and as a member of West Sussex County Council.	
301	**AGENDA ITEM 3 – PUBLIC PARTICIPATION** A member of the public asked about booking the Village Centre for a Stay & Play Café for parents with young children. The Committee indicated that it was receptive to the idea and that if the café could slot in on Tuesdays from 11.30 to 15.15 in the Main Hall (once a month) and not impact on existing orders the a three month trial, starting in May, might be possible. .	
302	**AGENDA ITEM 4 - MINUTES** The minutes of the meeting held on 29 January 2019 were approved as an accurate record and signed as such by the Chairman.	
303	**AGENDA ITEM 5 – ACTION POINTS** Members noted the progress against action points from previous meetings but made no comment as these were each addressed elsewhere on the agenda.	
304 **304.a** **304.b**	**AGENDA ITEM 6 – TO RECEIVE REPORTS FROM** **MANAGEMENT TEAM** Received. See Appendix 1. **USER GROUP** Meeting notes of the User Group meeting held on 13 March 2019 were received. See Appendix 2.	
305	**AGENDA ITEM 7 - FINANCE** Members received and approved the bank reconciliations for the Village Centre bank accounts noting that the bank balances as at the 28 February 2019 were: VC Business Reserve Account £20,019.25 VC Current Account £550.64	

	Members considered expenditure and income on a monthly basis to 28 February 2019 and information relating to outstanding debtors. It was noted that both expenditure and income were within budget and there was a satisfactory excess of income over expenditure. It was noted that there had been some success in chasing unpaid invoices.	
306	**AGENDA ITEM 8 – LOFT LADDER** A quote in the sum of £234 for installation of a loft ladder was agreed	
307	**AGENDA ITEM 9 – USE OF RECREATION FIELD FOR YOUTH FOOTBALL** It was agrred that there was potential for the regular use of the recreation field by a village youth football team and that Cllr Birkett would follow this up.	
308	**AGENDA ITEM 10 – PROJECTS** Members received brief updates on the following ongoing projects: a) Resurfacing of the Village Centre car park - professional support to be sought for tendering; b) Youth Hall works –to be progressed c) Village Centre entrance – installed d) Accessible toilet. e) Village café f) Stage sound, lighting and projection – project to start on 1 April 2019	
309	**AGENDA ITEM 10 - OTHER MATTERS FOR INFORMATION ONLY** The Clerk informed the meeting that she would be purchasing more door fobs from EFL security.	

Date of next meeting: 4 June 2019

Chairman: ……

Date: …….

APPENDIX 1

Management Report : 26 March 2019

1. Second boiler repair complete / Both boilers serviced / Water in foyer cupboard addressed.
2. Blinds still being researched.
3. Main Hall fire doors adjusted.
4. Overgrown area next to VC carpark cleared of vegetation, some debris still to remove.
5. We can not justify changing the Main Hall chairs at present.
6. User Group issues noted.
7. Other matters are Agenda items.

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RB

APPENDIX 2

Tangmere Village Centre User Group

Wednesday 13th March 2019

Present: Judy Simnett (chair), Fiona Jackman, Jo Irwin, Jan Cooper, Helen Cann, John Cann, Mike Hancock

Apologies: Lorna Brown, Roger Birkett

Matters arising from January user group: Arm for disabled toilet in hand.

Car park ongoing

Loft ladder still being discussed

Matters arising from last VC committee: AV project going forward. Meeting with project manager date tbc. Camera club to be notified of date and will send a representative.

Chair survey – users trying to balance comfort against ease of moving chairs.

Youth hall works ongoing. Youth AGM 2nd April

Village Centre Defects: Blinds still an issue. One missing in small hall

Further leak things drying out.

AOB: General approval of new entrance.

Helen said when in the small hall she does not know who rings doorbell. It was suggested that a camera which links to a phone app would be ideal.

Group events: Young players production March

Barn dance March

Camera club exhibition end March

WI quiz end May

Singing for Soul table top sale end April

Spring fair 11th May

Next meeting: 1st May