

	Members considered expenditure and income to 31 December 2019 and information relating to outstanding debtors. It was noted that the loss of the regular income from the closed pre-school group income continued to have an impact on the budget position, and that expenditure was exceeding the budget. Outstanding debtors were reviewed and the Clerk reported that a County Court Judgement had been obtained against one debtor who had not paid.	
262	<p>AGENDA ITEM 8 – COMPLIANCE – HEALTH & SAFETY</p> <p>The compliance documentation and records of health and safety checks were on the table for Members to inspect.</p> <p>The Clerk reported that, at the request of the Youth Club, the Clerk carried out an evacuation of the Village Centre in the early evening of Tuesday 8th January 2020. The Clerk raised questions about the clarity of evacuation arrangements and the siting of the assembly point. The Committee concluded that evacuation arrangements should be better documented and included in the new Village Centre hire agreement (see Minute 263 below) and that the assembly point should remain as the car park adjacent to the garage – the car park is firm underfoot and well lit, no alternative site is good enough.. It was further concluded that signage for the assembly point should be improved and 5 mph signs erected in the car park.</p>	
263	<p>AGENDA ITEM 9 – VILLAGE CENTRE HIRE AGREEMENT</p> <p>Members agreed that a new hire agreement should be drafted for the Village Centre based on the guidance provided by the Action in Rural Sussex (AiRS) Village Hall & Community Buildings Advisory Service. The Clerk was granted delegated authority to draft the agreement, in consultation with Members of the Committee.</p>	
264	<p>AGENDA ITEM 10 – FOOD REGISTRATION CONFIRMATION</p> <p>Members noted the contents of a letter received from Chichester District Council confirming the food registration of the Village Centre.</p>	
265	<p>AGENDA ITEM 11 – PROJECTS</p> <p>Members considered the projects as listed below and received updates as indicated:</p> <ul style="list-style-type: none"> a) External water bottle refill fountain b) Brick paving of the front area –power-washing to take place in the spring c) Accessible toilet – project complete d) Village café – no further update e) The “Saints” land – discussed above at Minute 259 	
266	<p>AGENDA ITEM 12 - OTHER MATTERS FOR INFORMATION ONLY</p> <p>The Clerk raised the matter of the possibility of the Lions Club supporting the Youth Club by promoting a project that might be carried out without charge by a local contractor.</p>	

Date of next meeting: 31 March 2020

Chairman:

Date:

VC MANAGEMENT REPORT (30/01/20):

1. Car park potholes addressed.
2. Loft ladder checked and okay.
3. Camera Club cupboard light replaced under warranty, will fit ASAP.
4. New Main Hall chair stacker ordered.
5. Soundproofing quotes still ongoing.
6. Kitchen dual range cooker in need of repair.
7. Request for more comfortable Small Hall folding chairs received /scoping options.
8. Power washing and levelling VC slabs in hand.
9. Fire door blind in Main Hall put back..

Draft

Tangmere Village Centre User Group

Draft minutes 8th January 2020

Present: Judy Simnett (chair), Jan Cooper, Fiona Jackman, Roger Birkett, Jo Irwin, Jo Tricklebank

Apologies: None

Matters arising from November User group: Loft ladder installed, needs adjustment Roger to check.

Stage flooring still awaiting 3rd quote

Notice board still outstanding

2 new tables delivered

2nd Chair stacker to be ordered

Matters arising from last VC committee: Sound proofing ongoing? To include hub

Water fountain in progress

Power cleaning in progress

Village centre defects: Small oven door needs attention

1 roller blind missing in main hall

Some chairs in small hall have plastic coming through. ? To order folding chairs on a trial basis.

Light in camera club cupboard in hand

Other business: proposed dates for village fairs 2nd May, 28th November.

Next meeting Wed 11th March