

TANGMERE PARISH COUNCIL



Minutes of the Village Centre Committee Meeting held at 7.00pm on 12 April 2022 at the Village Centre, Malcolm Road, Tangmere PO20 2HS

Present:

Councillors Roger Birkett (Chairman), Andrew Irwin and Simon Oakley

In attendance:

Cllr Regan du Closel

Louise Steele – Clerk to the Council

Judy Simnett representing the Users' Group

283	AGENDA ITEM 1 - APOLOGIES Apologies for absence were received from Cllr Trevor Ware	
284	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.	
285	AGENDA ITEM 3 – PUBLIC PARTICIPATION There was no public participation	
286	AGENDA ITEM 4 - MINUTES The minutes of the meeting held on 15 February were approved as an accurate record and signed as such by the Chairman.	
287	AGENDA ITEM 5 – ACTION POINTS There were no action points to be updated	
288	AGENDA ITEM 6 – TO RECEIVE REPORTS FROM MANAGEMENT TEAM Cllr Birkett gave a brief oral update. New cigarette bins had been installed outside doors at the rear of the Village Centre, it was agreed that a third should be installed outside the front door. It was further agreed that a broken table should be repaired. USER GROUP There were no user group minutes to be received.	
289	AGENDA ITEM 7 - FINANCE Members received and approved the bank reconciliation to 31 March 2022 and considered a report of income and expenditure for the year to 31 March 2022. It was noted that there were no significant outstanding debts.	
290	AGENDA ITEM 8 – CANCELLATIONS AND CHARGING There was some discussion of some recent late notification of cancellations by regular users and the additional work caused when a regular user disputes a charge after the invoice has been prepared and sent (noting that regular users are already invoiced in arrears). It was agreed that the system should be that, upon receipt of bookings and after those bookings have been entered into the bookings diary on Rialtas the bookings secretary will send out a booking confirmation. Further that users should assume that if	

	a booking is included in that booking confirmation then it will be charged for unless it is cancelled before the date of booking.	
291	AGENDA ITEM 9 – STORAGE AUDIT It was agreed that the parish administrator will email all users to ascertain what storage they are currently using and what is being stored there; requesting returns within two weeks.	
292	AGENDA ITEM 10 – NHB 2020 – PICNIC TABLES The meeting considered the siting, assembly and fixing of the Picnic Tables that had recently arrived. It was agreed that Councillors Birkett, Irwin and Oakley would consider the siting and leave a map with the agreed locations on for the Clerk to implement.	
293	AGENDA ITEM 11 – INDOOR TABLE TENNIS The meeting considered a suggestion put forward by Cllr du Closel that indoor table tennis be provided at the Village Centre – the meeting observed that a table tennis table was already available in the youth hall.	
294	AGENDA ITEM 12 – OTHER MATTERS FOR INFORMATION ONLY It was agreed that the Clerk should obtain quotes for a fixed wiring inspection.	
295	In accordance with the Public Bodies (Admission to Meetings) Act 1960 the meeting resolved to exclude the public and press from the meeting at this point prior to consideration of the following item by reason of the confidential nature of the business.	
296	AGENDA ITEM 14 – TEDDY WILF’S NURSERY SCHOOL With the addition of some amendments/clarifications the license agree with Teddy Wilf’s nursery was agreed.	

Date of next meeting: 14 June 2022

Chairman:

Date: