

TANGMERE PARISH COUNCIL



Clerk to the Council

Louise Steele
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MEMBERS OF THE VILLAGE CENTRE COMMITTEE
ARE HEREBY INVITED TO AN MEETING OF THE COMMITTEE TO BE HELD AT
7.00PM ON TUESDAY 9 AUGUST 2022 AT,
TANGMERE VILLAGE CENTRE, MALCOLM ROAD, TANGMERE

4 August 2022

Louise Steele - Parish Clerk

AGENDA

- 1. Apologies**
To receive apologies for absence
- 2. Declarations of Interest**
To receive from Members any declarations of disclosable pecuniary and non-pecuniary interests in relation to any items included on the agenda for this meeting required to be disclosed by the Localism Act 2011 and the Tangmere Members' Code of Conduct.
- 3. Public participation**
Members of the public present may make representations or raise questions on issues included on the agenda. This session to be conducted in accordance with Standing Order 3 e to 3 k.
- 4. Minutes**
To approve as an accurate record the minutes of the meeting held on 14 June 2022 (circulated with this agenda).
- 5. Action Points**
To note the action points from previous meetings and to hear updates on progress against those action points.
- 6. To receive reports from**
 - a) Management Team (to be tabled at the meeting)
 - b) User Group (no minutes from 13 July received to date)
- 7. Finance**
To receive and approve the bank reconciliation to 31 July 2022 (circulated with this agenda) and to consider the financial reports for the first four months of the financial year 2022/23 to 31 July 2022 (Income & Expenditure report and Debtors report to be tabled at the meeting).
- 8. Other matters for information only**
- 9. Date of next meeting**
Tuesday 18 October 2022

TANGMERE PARISH COUNCIL



Minutes of the Village Centre Committee Meeting held at 7.00pm on 14 June 2022 at the Village Centre, Malcolm Road, Tangmere PO20 2HS

Present:

Councillors Roger Birkett (Chairman), Cllr Regan du Closel
and Simon Oakley Cllr Trevor Ware

In attendance:

Louise Steele – Clerk to the Council
Judy Simnett representing the Users' Group

032	AGENDA ITEM 1 – ELECTION OF COMMITTEE CHAIRMAN Cllr Roger Birkett was unanimously elected Chairman of the Village Centre Committee.	
033	AGENDA ITEM 2 – ELECTION OF COMMITTEE VICE-CHAIRMAN No Vice-Chairman was elected.	
034	AGENDA ITEM 3 - APOLOGIES Apologies for absence were received from Cllr Andrew Irwin .	
035	AGENDA ITEM 4 - 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.	
036	AGENDA ITEM 5 – PUBLIC PARTICIPATION There was no public participation .	
037	AGENDA ITEM 6 - MINUTES The minutes of the meeting held on 12 April 2022 were approved as an accurate record and signed as such by the Chairman.	
038	AGENDA ITEM 7 – ACTION POINTS There were no action points to be updated	
039	AGENDA ITEM 8– TO RECEIVE REPORTS FROM MANAGEMENT TEAM Cllr Birkett gave a brief oral update. USER GROUP Notes of the user group meeting held on 10 May 2022 had been received by the Clerk on 13 June 2022 and were tabled at the meeting; they are attached as an annexe to these minutes.	
040	AGENDA ITEM 9 - FINANCE Members received and approved the bank reconciliation to 31 May 2022 and considered a report of income and expenditure for the first two months of the year to 31 May 2022. A schedule of debtors was considered and at this time there were no debts giving cause for concern.	

041	<p>AGENDA ITEM 10 – STORAGE AUDIT</p> <p>The Clerk gave an oral update on the outcome of the storage audit. One user’s storage requirements (for the storage of small trampolines) could not be met going forward and sadly that regular booking would come to an end shortly. Some parish council items had been moved around and some disposed of – it was noted that the Camera Club was using a lot of storage – one cupboard exclusively and another shared with the parish council. It was agreed that the Chairman would ask the Camera Club to amalgamate its items into the cupboard to which it has exclusive access. Additional storage should be constructed at in the youth hall, and it was agreed that this should be built at the north end of the hall – leaving the south end for the installation of the water supply.</p> <p>The detail of the proposal to build additional storage to be considered by the Finance Committee.</p>	
042	<p>AGENDA ITEM 11 – NHB 2020 – BOTTLE FOUNTAIN & WATER SUPPLY TO YOUTH HALL</p> <p>It was agreed that the detail of proposals for the implementation of these two NHB projects be considered by the Finance Committee..</p>	
043	<p>AGENDA ITEM 12 – ITEM RAISED BY CLLR BEACH</p> <p>The Chairman reported that Cllr Beach had asked when the disabled parking spaces would be re-marked and the Chairman indicated that he was minded to ask the regular handyman for a quote for undertaking the work.</p>	

Date of next meeting: 9 August 2022

Chairman:

Date:

Tangmere Village Centre User Group
10th May 2022

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

Apologies: Tai Chi

Update from Village Centre Committee: No minutes available

New playgroup to start in September in small hall

Storage audit required. Some storage to be created in youth hall

Potential interest in forming a table tennis club

Jubilee Celebrations: plans for weekend outlined

Other business: ? village fete in September

Lighter chairs needed for trolley

Stairwell needs deep cleaning

Group Activities: Flower club plant sale Tangmere House May 21st

Next meeting 13th July 2022

**Bank Reconciliation Statement as at 02/08/2022
for Cashbook 4 - VC Unity Trust Accounts**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust 20422367 Current	31/07/2022	38	3,498.09
Unity Trust 20422383 Savings	31/07/2022	29	10,000.00
			<hr/> 13,498.09
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			13,498.09
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			13,498.09
		Balance per Cash Book is :-	13,498.09
		Difference is :-	0.00