TANGMERE PARISH COUNCIL



 **Clerk to the Council**

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**VILLAGE CENTRE COMMITTEE MEETING**

**Tuesday 12 December 2023**

Members are hereby summoned to attend

a Meeting of the Village Centre Committee to be held at

 7.00pm on Tuesday 12 December 2023

 at Tangmere Village Centre, Malcolm Road, Tangmere

7 December 2023 Caroline Davison – Parish Clerk

#### **AGENDA**

1. **Apologies**

To receive apologies for absence

1. **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 required to be disclosed by the Localism Act 2011 and the Tangmere Parish Council Members’ Code of Conduct.

1. **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 3e to 3k.

1. **Minutes**

To approve as an accurate record the Minutes of the Meeting held on 13 June 2023 (circulated with this Agenda).

1. **Finance**
2. To receive and note the bank reconciliation to end November 2023.
3. To note the income and expenditure to end November 2023.
4. Stage Flooring

To note that that quotations have been obtained for a suitable flooring for the stage. At its meeting to be held on 19 December 2023 the Finance Committee will consider how a replacement stage carpet can be funded. Recommendations for funding will then be considered at the Full Parish Council Meeting on Thursday 11 January 2023.

1. Stage Light

To note that the timeframe and requirement for replacement of the defective stage light needs to be determined. The Finance Committee will consider how a replacement stage light can be funded at its meeting on 19 December 2023. Recommendations for funding and timescale for delivery will then be considered at the Full Parish Council Meeting on Thursday 11 January 2023.

1. **Management Team Report**

To receive a verbal update report from the Management Team. To include the following items:

1. Front Door

To note that works have been undertaken to improve and update the operating mechanism of the front door following recent failures.

1. Cleaning Services

To advise on any recent issues.

1. Review of Storage at Village Centre

To receive an update on implemented changes following the recent review of storage arrangements in the Main Hall cupboard.

1. Installation of Air Source Heat Pump (ASHP)

To note that the new air source heat pump has been in operation since the beginning of October. All users of the hall are respectfully asked not to interfere with any of the control panels operating the system following a disruption in the operation of the ASHP due to the thermostat being tampered with. Works have been scheduled to box in the ASHP to the eastern side of the stage.

1. User Group Minutes

To note any matters arising from the recent User Group Meeting not listed for discussion elsewhere on the Agenda.

1. **Community Hall**
2. Change of Name

To note that at the Full Council Meeting held on 7 September it was agreed that the hall formerly known as the Youth Hall/Hub would now be referred to as the Community Hall.

1. Youth Club

The Community Hall has been used to run a Youth Club in recent years either on

a Monday or Tuesday evening. At the end of last term, the organisation employed to run the recent Youth Club went into administration and the Youth Club was forced to close at very short notice. Unfortunately, mainly due to lack of the availability of qualified Youth Leaders, an alternative means of running a replacement Youth Club has not been found to date. The Parish Council confirms however that the Community Hall will remain available on a Monday and Tuesday night for a Youth Club to be run when the mechanism has been found to deliver the provision.

1. Storage Cupboard

To note that the Parish Council have approved the installation of a storage cupboard in the Community Hall for use by Teddy Wilfs Nursery.

1. Kitchenette

To note that the Council have approved the installation of a kitchenette in the south-west corner of the Community Hall using S106 Community Facilities and New Homes Bonus funding.

1. **Review of Halls and Recreation Field Hire Fees**

To note that a review of fees will take place at the Finance Committee Meeting scheduled for 19December 2023. Recommendations from this Committee will be considered and determined at the Full Parish Council Meeting to be held on 11 January 2024. Any changes to fees will be reported to users of the Village Centre by email following this Meeting and will be reported at the next Village Centre Meeting scheduled for 13 February 2023.

1. **Items for forthcoming Agendas**

To receive any items for the next Agenda.

1. **Forthcoming Dates for Diary**

The next Full Parish Council Meeting will be held on 11 January 2024.

The next Finance Committee Meeting will be held on 13 February 2024

**Public Attendance**

Members of the public are very welcome to attend this meeting. If you would like to make comments or have a view on any item on this Agenda you wish to have taken into consideration, you are invited to write to the Parish Clerk, or contact a Parish Councillor, prior to the meeting.

**Filming and use of Social Media**

During this meeting, the public are permitted to film the Council in the public session of the meeting or to use social media, providing it does not disrupt the meeting. The public gallery should not be filmed. You are encouraged to let the Parish Clerk know in advance if you wish to film. Mobile devises should be switched to silent for the duration of the meeting (The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012).