

TANGMERE PARISH COUNCIL



Minutes of the Village Centre Committee Meeting
held at 7.00pm on 13 February 2024 in the Committee Room
at the Village Centre, Malcolm Road, Tangmere PO20 2HS

Present:

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

In attendance:

Caroline Davison – Clerk to the Council
Judy Simnett representing the Village Centre Users' Group

Apologies

042/23. Councillor Nathan Parkinson was absent from the Meeting.

Declarations of Interest in items on the Agenda

043/23. Councillor Simon Oakley declared non-pecuniary interests, in general terms as a member of West Sussex County Council. .

Public Participation

044/23. No members of the public were present.

Minutes

045/23. **Resolved** that the minutes of the Meeting held on Tuesday 12 December 2023 be approved as an accurate record and signed by the Chairman with an alteration in the date of the Christmas Fair.

It was agreed that discussions would be held at the next User Group meeting regarding who would take over the running of the Christmas Tree for Christmas 2024.

Finance

046/23. The Bank Reconciliation to end January 2024 was received and noted.

047/23 Potholes

It was noted that the surface of the main car park area had developed several large potholes. An estimate of the sum of £460 has been received for filling the potholes as a temporary solution until the resurfacing works take place in Spring 2024. There is an earmarked reserve for carpark repairs.

Resolved that approval be granted for works to the sum of £460 to be undertaken to level the main area of the carpark. Payment to be made for the works from the earmarked reserve set aside for this purpose.

Management Team Report

048/23. Hall and Recreation Facilities Hire Fees

It was noted that at the Full Parish Council Meeting held on 11 January 2024 it was resolved that the Hall and Recreation Facilities Hire Fees will increase by 5% (rounded) from 1 April 2024, with the exception of Hire Fees for regular hall users paying the commercial rate which will stay the same. The new schedule of fees to be circulated to regular Hall Users.

049/23. CCTV

It was noted that the upgrade of the CCTV system will be completed by the end of February 2024.

050/23. Stage Flooring

It was noted that the stage flooring was painted black in time for the Annual Pantomime undertaken at the end of January by Tangmere Players. Following agreement at the Finance Committee Meeting held on 19 December 2023 a Levelling up Fund Application (REPF) was completed and submitted to CDC at the end of December 2023 for replacement stage flooring. Decision on the application will be made at the end of March.

Members congratulated Judith Simnett as representative of Tangmere Players for the really entertaining production that the group had staged.

051/23. Outside Space for Nursery

It was noted that following agreement at the Finance Committee Meeting held on 19 December 2023 a Levelling up Fund Application (REPF) was completed and submitted to CDC at the end of December 2023 for creation of an outside space for the Nursery. Decision on the application will be made at the end March.

052/23. Phase Two Village Hall Sustainability Project

It was noted that following agreement at the Finance Committee Meeting held on 19 December 2023 a Levelling up Fund Application (REPF) was completed and submitted to CDC at the end of December 2023 for installation of air source heat pumps and new radiators to replace the remaining gas boiler supplying heating and hot water for the Village Centre excluding the Main Hall. Decision on the application will be made at the end of March.

053/23 Pizza Van

It was noted that a food van 'The Ginger Tosser' had started serving pizzas from the Village Centre car park on a Tuesday evening from 5.00pm until 8.00pm.

User Group Minutes

054/23 It was noted that there had been some confusion following the Meeting as to the date of the Spring Fair. It was confirmed that this was 25 May 2024. It was also advised that the Summer Fair was scheduled for 14 September 2024 and Christmas Fair for 30 November 2024. It was agreed that fees received in advance for table hire would be paid into the Village Centre Account.

It was requested that the User Group Minutes were routinely circulated to the Clerk following each meeting.

Community Hall

055/23. Storage Cupboard

It was advised that works to install a storage cupboard in the Community Hall for use by Teddy Wilfs Nursery had been completed.

056/23. Kitchenette

It was noted that a kitchenette in the south-west corner of the Community Hall had been installed for use by hirers.

057/23. Teddy Wilfs Nursery

It was noted that Teddy Wilfs Nursery will be expanding its nursery provision to include an under 2's room planned with effect from April 2024 and would be using the Community Hall weekdays throughout the year.

058/23. Official Opening for Community Hall

It was noted that the official opening for the Community Hall is planned to be held at the Annual Parish Meeting on 28 March 2024.

059/23. Bookings for Community Hall

It was advised that the Community Hall will be available to hire from beginning of March 2024. Currently there is availability every Monday and Wednesday evening from 6.00pm onwards and at weekends.

Change to Village Centre Committee Meeting Dates

060/23. A proposal was received that Village Centre Committee Meetings are held every quarter instead of bi-monthly.

Resolved that a proposal is put forward at the Full Council Meeting to be held on 7 March 2024 that the terms of reference for the Village Centre Committee are altered to reflect a change in the frequency of the Village Centre Committee Meetings from bimonthly to quarterly.

Forthcoming Dates for Diary

061.23. It was noted that:

The next Full Parish Council Meeting will be held on 7 March 2024.

The next Village Centre Committee Meeting will be held on 23 April 2024.

Exclusion of Press and Public

062/23. **Resolved** that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Youth Café

063/23. It is advised that a new Youth Café is scheduled to start on a Tuesday Evening in the Community Hall at the Village Centre commencing 12 March 2024.

Meeting finished at 8.55pm

Signed Date

Chairman of Village Centre Committee

DRAFT