

TANGMERE PARISH COUNCIL



Minutes of the Village Centre Committee Meeting
held at 7.00pm on 23 April 2024 in the Committee Room
at the Village Centre, Malcolm Road, Tangmere PO20 2HS

Present:

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

In attendance:

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

Apologies

064/23. All members were present at the Meeting.

Declarations of Interest in items on the Agenda

065/23. Councillor Simon Oakley declared non-pecuniary interests, in general terms as a member of West Sussex County Council. .

Public Participation

066/23. No members of the public were present.

Minutes

067/23. **Resolved** that the minutes of the Meeting held on Tuesday 13 February 2023 be approved as an accurate record and signed by the Chairman with an alteration in the date of the Christmas Fair.

Finance

068/23. The Income and Expenditure figures to end March 2024 were received and noted.

069/23. The Budget breakdown for Financial Year 2024/25 was received and noted.

Management Team Report

070/23. Village Centre Meetings

It was noted that at the Full Council Meeting held on 7 March 2024 it was resolved to keep the frequency of Village Centre meetings at bi-monthly.

071/23. Entrance Door

It was reported that the Entrance Door had recently experienced faults with closure. Unfortunately, the service provider had not responded to an emergency call out but luckily Councillor Birkett had resolved the problem with the support of online fault-finding guidance. The service provider had not attended site until a week later to undertake a six-monthly

service for which they had charged a fee of £150. The Clerk to research the best way forward in light of the ongoing problems experienced with the entrance door over the past eighteen months.

072/23. CCTV

It was noted that the upgrade of the CCTV system had been completed.

073/23. Legionella Testing

It was advised that legionella testing had been undertaken for the Village Centre together with a Risk Assessment highlighting actions to be progressed by the Clerk. The Clerk and Administrator had been trained and certificated to undertake the regular testing.

It was advised that the Clerk and Administrator had both attended a recent training session run at the Selsey Centre. They both now hold First Aid at Work Certificates which are valid for three years. This training included familiarisation with the use of a defibrillator.

075/23 Stage Flooring

It was reported that unfortunately the application for Levelling up Funding through Chichester District Council had been unsuccessful. In order to install the new flooring therefore it will be necessary to identify a different funding source.

076/23. Phase Two Village Hall Sustainability Project

It was noted that the application for Levelling Up Funding to support the installation of air source heat pumps and new radiators to replace the remaining gas boiler supplying heating and hot water for the Village Centre had been unsuccessful. The reason given was that due to the volume of applications received, CDC had looked at potential alternative funding sources available to the applicants. It was considered that Tangmere Parish Council could use S106 funding to deliver the project.

077/23. Outside Space for the Nursery

It was advised the Levelling Up Funding Application for installation of an Outside Space for the Nursery had been successful. The work has been scheduled to be undertaken at the end of May/beginning of June.

078/23. Car Park Resurfacing

It was noted that to date nine contractors have requested the tender pack through Public Sector Contracts Finder.

079/23. S106 Sports & Leisure – Changing Room remodelling

It was noted that approval had been received for S106 Sports & Leisure funding for architect services to support the tendering process. The start date for these works was noted as the first week of May.

080/23. Youth Drop in Café

It was noted that the Youth Drop in Café had started up in March.

081/23. Football Pitch Hire

It was advised that an agreement has been reached with a local U18 youth team to use the football pitch and changing room facilities for its practice and matches.

082/23. Hall Users

No significant changes were noted.

083/23. Storage Issues

It was advised that there was a planned review of the storage in the garage with the intention of reorganising contents to clear space to enable the Scouts to utilise half of one of the garages.

User Group Minutes

084/23 It was noted that stall fees were being paid directly into the Parish Council account.

Items for Next Agenda

085/23. A request had been submitted for the installation of a flagpole – to be discussed at next Village Centre Meeting

Forthcoming Dates for Diary

086/23. It was noted that the next Village Centre Committee Meeting will be held on 23 July 2024

Meeting finished at 9.15pm

Signed Date

Chairman of Village Centre Committee