HP C HELLESDON PARISH COUNCIL

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The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
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Parish Clerk: Mark Knight

Minutes of the meeting of the Hellesdon Community Centre Committee held on Monday 25th February 2019 at 7.00pm in The Council Chamber, Diamond Jubilee Lodge, Hellesdon

Present

Cllr. S. Gurney Cllr. D King Cllr. D. Buck

Cllr. U Franklin Cllr. D Fahy Cllr. B Johnson

Mark Knight (Parish Clerk)

Also in attendance: Cllr Prutton

Welcome

The Chairman welcomed and thanked all those in attendance and opened the meeting at 7.30pm.

1 Apologies for acceptance for absence

Cllr. Knowles – Received and accepted.

2 Declarations of interest and dispensations

Cllr. Buck items pertaining to Broadland District Council, Hellesdon Youth Club and Hellesdon Community History Association.

Cllr. Johnson, items pertaining to Hellesdon Bowls Club

Cllr Gurney, items pertaining to Norfolk County Council, Broadland District Council

Cllr King, items pertaining to Hellesdon Community History

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3 Approval of the Minutes of the meeting of the 19th November 2018

Minutes of the previous meeting were agreed and **Resolved to accept as a true record.**

4 Public Participation

No public in attendance.

5 Discussion on issues regarding the financial report

This was accepted with no questions.

6 General Matters

6.1 To discuss a letter received by a regular hirer

After much discussion it was decided that no special rate could be agreed and that the hirer should continue on the commercial rate. The Parish Clerk to communicate this to the hirer immediately. All in favour.

6.2 To discuss and allocate a budget to essential works

The works designated R3 which are recommended for completion before the end of 2019 were discussed and it was **RESOLVED** to continue on a cost effective basis with particular emphasis on the toilet area. All works to continue to come out of the earmarked reserve for the Community Centre until further notice.

6.3 Verbal update from the Parish Clerk concerning storage audit

The Parish Clerk reported on progress made in this area and highlighted the difficulties in producing a pricing structure when the storage areas were all of differing sizes and used for different purposes. It was **AGREED** that a list should be drawn up and presented to this committee in the May meeting and that no charges should be made at this stage.

6.4 Verbal update from the Parish Clerk concerning recent renewal process for regular hirers

The Parish Clerk gave a report on the recent renewal process and detailed several groups who would not be returning and the financial impact of this. It was also reported that the Bingo group could not find a responsible person to run the group and would unfortunately also stop running from April. Cllr. Buck volunteered to run a campaign on social media to find another person to run this group and the Parish Clerk offered administrative help in this regard.*

*The following amendment was **agreed** at the Extra-Ordinary Meeting on 8 April 2019:

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Cllr Buck volunteered to run an advertisement on social media to find another person to run this group and the Parish Clerk offered administrative help in this regard.

It was also **RESOLVED** to run a marketing campaign for the Community Centre to attract new groups, this to be the responsibility of the Project Officer and for a progress report to be on the agenda for the May 2019 meeting of this committee.

7 Exchange of Information

None

8 Date, time and location of Next Meeting

Date and time of next meeting will be decided at the Annual Parish Council Meeting in May 2019.

Meeting closed at 8.48pm

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Approved……

Date……