HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
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Minutes of the meeting of the Hellesdon Community Centre Committee held on
Tuesday 10th January 2017 at 7.30pm in
The Council Chamber, Diamond Jubilee Lodge, Hellesdon

Present

Mrs. S. Gurney Mr. R. Grady Mr. D. King Mr. D. Buck Mrs. U. Franklin

Mr. D. Fahy Mrs. K. Leggett (minutes)

Welcome

As chair of the Council, Mrs Gurney thanked all those in attendance.

1.0 Apologies

Cllr. J. Knowles: apologies received and accepted.

2.0 Declarations of Interest and Dispensations

Cllr. Buck items pertaining to Broadland District Council's "Grow Your Community" and Hellesdon Youth Club.

Cllr King items pertaining to Broadland District Council's "Grow Your Community" and Hellesdon Youth Club.

3.0 Election of Chairperson/Vice Chairperson

Cllr Grady nominated Cllr Gurney as chairperson, this was seconded and all agreed.

Cllr Buck nominated Cllr Grady as Vice Chair, this was seconded and all agreed.

Both Cllrs accepted these positions.

4.0 To Agree Terms of Reference

4.1 The Committee shall hereafter be called Hellesdon Community Centre Management Committee.
4.2 The Committee shall be a sub-committee of Hellesdon Parish Council and shall report to Policy Property and Resources, which will hence report to Full Council.
4.3 The purpose of ensuring the running of the Community Centre is in line with Parish Council policy.
4.4 As 4.2.

Signed/Dated

4.5 Members of this Committee are Cllr Gurney, Cllr Grady, Cllr Franklin, Cllr Knowles, Cllr Fahy, Cllr Buck and Cllr King.
4.6 Resources and Budgeting will be decided through Property, Policy and Resources Committee and reported to Full Council. Emergency actions needed in respect of maintenance for the Community Centre will be delegated to Council Officers. Any planned maintenance and replacement will be discussed by the Hellesdon Community Centre Management Committee and Property, Policy and Resources Committee.
4.7 To appoint a HCC Management Committee rep to the Finance and Ops working group. Cllr Fahy was appointed.
4.8 Meeting arrangements will be made at full council

5.0 Public Participation

No public were in attendance.

6.0 Exchange of information

No exchange of information

7.0 Date and time of next meeting

To be set at next Full Council on the 17th Jan 2017.

8. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following item(s) in view of the confidential nature of the business to be transacted. If resolved, such items to be dealt after the item that confirms details of the next meeting.

9. General Matters

9.1 Much discussion took place incorporating item 9.2 regarding bookings and party bookings. Prices were set following these discussions. **Proposed, seconded and agreed.**
9.3 Mrs Leggett gave a report regarding Café Hello. All is going well. Council will be looking to advertise the Café in the next issue of the Grapevine.
9.4 Building maintenance and upkeep.
- Discussions took place regarding some equipment in the Community Centre that has been faulty. **Resolved to replace. Mrs Leggett to action.**
- Cost saving exercises are to be investigated throughout HCC.
- Maintenance query regarding item of furniture within HCC. Mrs Leggett to investigate.

9.5 Details were given to Committee.
9.6 Councillors were taken through further details of matters relating to HCC.

10.0 Committee members.

10.1 Resolved no amendments needed to number of Councillors.

Meeting closed at 9.27pm

Signed/Dated