

Haslington Parish Council

Minutes of Gutterscroft Management Committee Meeting held on Thursday 20th July 2023 at Gutterscroft Centre

Attendance: Cllr Janet Griffith (Chair), Cllr Mike Blakeman, Cllr Connie Davis, Cllr Stephen Welch

Apologies: None

Not in attendance: None

Also in attendance: Cllr Samantha Green, Cllr Graham Sawyer

Public: None

Meeting started at 6:33 pm.

1. To receive apologies for absence

None given, all members in attendance.

2. Declarations of Interest

No interests declared.

3. Minutes of the previous meeting

RESOLVED: that the minutes of the meeting held on 22nd June 2023 be approved as a correct record and signed by the Chair

4. Public Participation

No members of the public were in attendance.

5. To review feedback from the meeting held with Centre users and to decide on any further actions.

Cllr Griffith stated how clear the walls in the main hall were now.

Members enquired about the new hire agreements and if they had been signed and returned. The clerk advised that the agreements for Masquerade and The Croft were still outstanding and that they would be chased with a deadline set for the end of July.

Cllr Griffith informed members that they had noticed that hazard tape had been put onto wooden equipment outside to address a safety issue.

6. To consider quotes for any required decoration.

Cllr Davis queried the need for decoration with the potential replacement of the building. It was suggested by members that a new building is at least 3 years away.

Cllr Davis suggested that only painting areas in desperate need would be more suitable and that the presentation of the main hall needs to appeal to new users.

It was suggested by members that just the main hall and a wall in the girl's toilet should be decorated.

Members reviewed the 2 quotes received and recommended that elements of the quote by Rob Fowles would be preferred.

The clerk informed members that due to the value of the quote, it exceeds the maximum level of financial authority delegated to the committee and that a decision would have to be made by the full council. It was agreed that the chair of the council will call an extraordinary meeting for 28th July 2023.

Ahead of that meeting, Cllr Sawyer will liaise with the decorator to establish a cost of decorating the wall in the girl's toilet.

7. To consider other matters relating to the Gutterscroft Centre

Cllr Welch stated that during the summer holidays, they would complete a few tasks which need doing. (Kitchen cabinet locks, lightbulbs, Kitchen sockets although they may need to be referred to an electrician, push bars on doors, check the fridge to see if it needs to be replaced).

It was suggested that a stable door in the kitchen would enhance the hall for hirers as well as meaning that the child gate could be removed.

Sensors on lights were suggested as a way to avoid lights being left on.

Cllr Welch informed members that W-Heat will prepare a quote for boiler service, PAT testing, ongoing maintenance and a 24/7 call-out facility.

Cllr Davis enquired as to if the council has a list of when things expire such as fire extinguishers, and PAT testing. The clerk confirmed that they would produce an appropriate list.

Cllr Green confirmed that the cleaners are due in the Gutterscroft on the 27th of July to complete a deep clean.

Cllr Davis asked if we have a window cleaner for the Gutterscroft, Cllr Green confirmed that we do not but that she would clean the windows.

Cllr Davis suggested that we need a pamphlet to promote the hall.

Cllr Welch asked when St Matthews church hall closes and who will be looking for a venue.

Cllr Welch confirmed that they have an architect contact whom they will make inquiries to obtain initial information on a potential rebuild so that it can be moved forward at the September meeting. Cllr Welch spoke about the building of a new building whilst the existing building continues to operate to ensure continuity.

Cllr Welch asked if the council should have copies of The Crofts PAT certificates. The clerk will request.

Cllr Green confirmed that radiator covers need to be sourced for all radiators and they will look into this further.

The clerk informed members that 1 complaint had been received from a resident who lives near the Gutterscroft centre. The complaint is with regards to the noise produced by the grass being cut in the evenings. The clerk has responded to the resident to advise that during the high season, it is cut every 10 days and takes around 1 hour each time. The resident has been informed that it is completed in the evenings due to contractor availability and that the playing field and Gutterscroft Centre are generally not being used.

8. To consider the date of the next committee meeting

The next meeting will take place on Thursday 31st August 2023 at 7 pm.

Meeting ended at 7:28 pm.

These minutes were signed by the chair as a true record on the meeting held on 31st August 2023.