

# Haslington Parish Council

## Minutes of Gutterscroft Management Committee Meeting held on Thursday 22nd June 2023 at Gutterscroft Centre

**Attendance:** Cllr Mike Blakeman, Cllr Connie Davis, Cllr Janet Griffith, Cllr Stephen Welch

**Apologies:** None

**Not in attendance:** None

**Also in attendance:** Cllr Samantha Green, Cllr Graham Sawyer

**Public:** None

**Meeting started at 6:30 pm.**

**1. To elect a Gutterscroft Management Committee Chair for the ensuing year**

RESOLVED: Councillor Janet Griffith be appointed as Chair of the Gutterscroft Management Committee for the ensuing year.

**2. To elect a Gutterscroft Management Committee Vice-Chair for the ensuing year**

RESOLVED: Councillor Steve Welch be appointed as Vice-Chair of the Gutterscroft Management Committee for the ensuing year.

**3. To receive apologies for absence**

None given, all members in attendance.

**4. Declarations of Interest**

No interests declared.

**5. Public Participation**

No members of the public were in attendance.

Cllr Blakeman asked about the background to the Gutterscroft and if the Parish Council own it. It was confirmed that Haslington Parish Council own the Gutterscroft building and that the park. It was confirmed that the Gutterscroft centre is hired out to 3 regular users.

**6. To consider contracts and hire rates for users**

Examples of current documents were shared with members, Hire agreement and operator licence.

It was confirmed by Cllr Green that the Operator Licence was for users who hire on a regular long-term agreement whereas the hire agreement was for irregular and one-off bookings.

Members confirmed that they were not aware of which documents had been issued to users previously and signed. It was confirmed by Cllr Green that the agreement for The Croft expired in April 2023 so is in need of renewal.

It was agreed that the Clerk will review and edit the 2 documents and will then share them with members of the committee for their approval before they are then issued to the relevant users of the Gutterscroft Centre.

It was confirmed that the current hire rates for the Gutterscroft Centre are £10 per hour. The Croft Preschool is charged a rate of £35 per day.

Cllr Davis queried about The Croft Preschool usage and if it impacts other users and if The Croft book for a full year. It was confirmed that within their terms it gives them first refusal to book the centre on a long-term basis.

RESOLVED: To increase the hire rate for The Croft Preschool to £40 per day, effective from 1<sup>st</sup> September 2023.

***Cllr Griffith left the meeting at 7:05 pm.***

***Cllr Welch took the chair.***

Cllr Blakeman asked if the equipment brought in by users should be PAT tested.

It was suggested that emergency contact details for the Parish Council should be included in the hire agreements and operator licence.

**7. To consider the required decoration of the Gutterscroft Centre**

Cllr Davis stated that they can source some paint which can be provided free of charge. It was suggested that a team of councillors could assist in painting.

**8. To consider new signage required at the playing field**

RESOLVED: the option from the 2 examples that states 'Dogs must be on leads in this area' to be ordered to replace the current sign.

RESOLVED: the 'Do Not Climb' sign is ordered to be mounted along the fence but with an additional line of 'CCTV IN OPERATION'.

**9. To consider other matters relating to the Gutterscroft Centre**

Cllr Sawyer stated that the picnic benches within the Gutterscroft building grassed area need to be built and moved onto the playing field as they are currently taped off and not in use.

Cllr Davis suggested that they have a contact who could assist in the assembly of the benches.

The potential rebuilding of the Gutterscroft was briefly discussed. Cllr Davis suggested that the community is surveyed so as to gauge what facilities are wanted. It was confirmed that some initial funds have been earmarked.

***Cllr Davis left the meeting at 7:53 pm.***

**10. To consider the date of the next committee meeting**

The next meeting will take place on 20<sup>th</sup> July 2023.

**Meeting ended at 7:56 pm.**

These minutes were signed as a true record at the meeting held on 20<sup>th</sup> July 2023.