

Haslington Parish Council

Minutes of Gutterscroft Management Committee Meeting held on Thursday 19th October 2023 at Gutterscroft Centre

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

Apologies: Cllr Stephen Welch **Not in attendance:** None

Also in attendance: Clerk Wayne Salisbury **Public:** None

Meeting started at 7:06 p.m.

1. To receive apologies for absence

Apologies received from Cllr Welch.

2. Declarations of Interest

No interests declared.

3. Minutes of the previous meeting

RESOLVED: that the minutes of the meeting held on 31st August 2023 be approved as a correct record and signed by the Chair

4. Public Participation

No members of the public were in attendance.

5. Kitchen Door Replacement

DEFERRED: the item will be dealt with once a quote is available.

6. To consider any maintenance requirements for the Gutterscroft Centre.

No new maintenance issues were raised. Members noted the main door issues but accepted that no further action is currently needed.

The clerk advised members that one of the toilets recently had an emergency call out and that the ball and syphon were replaced.

7. Hire Terms

Members discussed minimum hire terms and how to avoid small periods of hire potentially blocking out periods where more hours are available for hire in turn stopping the hall from receiving optimum bookings and income.

RESOLVED: For occasional hirers, the first hour of hire will be at the rate of £20 with all further hours at £10 per hour.

The clerk will monitor enquiries and for any low-hour bookings will advise the hirer accordingly on the most suitable amount of hours that are available for them to book.

It was also noted that if a charitable organisation enquired the clerk could offer a concessionary rate on a discretionary basis

The Clerk advised that the online booking system was now almost fully set up and would be launched imminently.

8. Health & Safety

RESOLVED: That the quote for the renewal of the risk assessment and fire policy by Rhino Safety would be accepted and that due to the value of the quote, this recommendation would be put to the full council at the next meeting.

9. Gutterscroft Newbuild Project

The clerk updated members that the wish list of requirements had been sent to the architect and that we were awaiting further information and feedback.

It was also noted that once we are aware of the next steps it would be appropriate for a motion to be presented to the full council on whether to formally proceed with progressing the project.

Funding streams were also discussed, with options including Council reserves, grants and public works loans.

10. To consider other matters relating to the Gutterscroft Centre

Cllr Blakeman queried if there are any concerns with how the hall is being left after use. It was confirmed that no issues have been reported and that the hall is routinely left clean and tidy.

11. To consider the date of the next committee meeting

The next meeting will take place on Thursday 18th January 2024 at 7 pm.

Meeting ended at 8:12 pm.