

# Haslington Parish Council

## Minutes of Gutterscroft Management Committee Meeting held on Thursday 22<sup>nd</sup> February 2024 at Gutterscroft Centre

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

**Apologies:** None Received      **Not in attendance:** Cllr Janet Griffith

**Also in attendance:** Clerk Wayne Salisbury, Cllr Graham Sawyer      **Public:** None

**Meeting started at 7:02 p.m.**

**1. To receive apologies for absence**

No apologies were received.

**2. Declarations of Interest**

No interests declared.

**3. Minutes of the previous meeting**

RESOLVED: that the minutes of the meeting held on 18<sup>th</sup> January 2024 be approved as a correct record and signed by the Chair

**4. Public Participation**

No members of the public were in attendance.

**5. Health & Safety**

Members were updated on the work which has been completed.

It was noted that the asbestos survey has been completed and the findings shared with members.

The floor in the storage room is required to be made good with a floor levelling compound. Cllr Welch will look into completing this over the Easter holidays.

The clerk will explore options for the fitting of heat alarms.

A hirer has queried the location of the emergency assembly point, the clerk advised that it has to be located within a clear route of egress out of the Gutterscroft site which is why it is near the main gate. This is to avoid anybody being trapped during an evacuation.

Other health & safety issues which were discussed were the step from the path to the car park and the damaged door fingerguards. These will be addressed in due course.

**6. Gutterscroft Cleaning**

The cleaning tender documents were shared with members. The clerk advised that the decision on who to award the contract to will have to be made by full council at the meeting on the 8<sup>th</sup> April. The contract would be anticipated to start on the week commencing 16<sup>th</sup> April.

**7. Kitchen Door Replacement**

RESOLVED: To accept the quote for £250 for the repair of the kitchen door.

**8. Main Door Replacement**

RESOLVED: After reviewing the specification to proceed with the aluminium door quoted for £2800 (inc VAT) The decision to spend was principally made at the full council meeting held on 5<sup>th</sup> February, page 123, item 15.

**9. Maintenance**

The clerk updated members that the radiator covers are due to be delivered on the 23<sup>rd</sup> February and will then be fitted as part of the odd jobs maintenance contract.

Quotes are currently being sought for the additional external lighting required and will be presented to full council for a decision on 4<sup>th</sup> March 2024.

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

It was agreed that the hall could be used by a dog training group on Saturday mornings at the usual occasional hire rates. The arrangement is to be initially on a trial basis of 3 months.

It was agreed that a school holiday club could hire the hall at a day rate of £60.

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

The next meeting will take place on Thursday 18<sup>th</sup> April 2024 at 7:00 pm.

**Meeting ended at 8:34 pm.**