

# *Bishop's Cleeve Parish Council*

**Sixtieth Meeting of the Community Building Committee  
Held in the Parish Office, 7.30 pm Tuesday 24<sup>th</sup> July 2007**

**Present:**

Cllr Pete Lightfoot (Chair)  
Cllr Vera Ayres  
Cllr Geoffrey Jackson  
Cllr John Peake  
Cllr James Habgood  
Cllr Ann Lightfoot  
Mr Alan Cornish

**By invitation:**

Mr Jerry Gurney (Caretaker)  
Ms Marie Scurfield

**1. Apologies**

1. Phil Clapham (Youth Club)

**2. Minutes of Previous Meeting on 22<sup>nd</sup> May**

1. The Minutes were agreed subject to adding John Peake to the list of attendees.
2. It was understood that GCC had included the provision of bollards between the Community Building and the Library into their forward plan. The policy of banning parking between the two buildings was approved. It was noted that the booking form specifically states that parking is not provided - although Jerry does allow hirers to park a single vehicle on the entrance drive provided they have equipment to deliver / remove and do not obstruct any exits.

**3. Presentation from Marie Scurfield**

1. Marie outlined her proposal to provide opportunities for young people to create music within Room 1 of the Community Building. The sessions would be held on Tuesday or Thursday evenings when the Youth Club have the use of the entire building. Marie understood that soundproofing would be required to undertake such activities. She was prepared to undertake sponsored events in order to raise the necessary finance.
2. Members noted that the only issue which required the permission of the Committee was the modification to the building as the Youth Club were responsible for controlling events during their periods of occupancy. Concern was expressed as to whether the modifications would make the room unsuitable or unsightly for existing activities. The fire safety impact would also need to be considered.
3. The question was then raised as to whether soundproofing was actually required given that we already had an entertainments licence and that Room 2 has previously been used for rehearsals by a singing duo. It was suggested that Marie should enquire as to whether there was a requirement to soundproof the building. If not then no further involvement was required from the Committee. If soundproofing was required then members would require more detailed information before they could reach a decision.

#### **4. Bookings**

1. 16 casual bookings had been received since the last meeting.

#### **5. Caretaker's Report**

1. TBC were continuing to empty the bins..
2. No smoking signs were being displayed at the entrance to comply with recent legislation.
3. Nothing in User Comments Book.
4. Noted that the Building had been used as a refuge for around 60 stranded people on the night of the floods (Friday 20<sup>th</sup> July). The last person left around 5pm on the Saturday. Thanks were expressed to all councillors who had helped out over this difficult period. Particular thanks were paid to Alan Cornish who stayed there all night.
5. It was agreed that letters of thanks should be sent to Tesco, the Primary School and a group of cadets for the significant support they provided to the stranded people.
6. It was agreed that a recommendation should be made to full Council that we should develop a set of emergency procedures and a store of equipment in case something similar happens in the future.

#### **6. Youth and Community Issues**

1. No issues identified.

#### **7. Treasurers Report**

1. The balance in the account is £2,501.94
2. The receipts and payments from 1st April 2007 to date were summarised as follows:

##### **RECEIPTS**

Utilities	0.00
Repairs / Replacements	0.00
Deposits	20.00
Block Hire	3,851.38
Casual Hire	830.93
Insurance Receipts	97.28
Booking Fees	62.00
Late Payment Fee	31.40
Service Contracts	0.00
<b>Total Receipts</b>	<b>4,892.99</b>

##### **PAYMENTS**

Salaries	1,193.49
Income Tax & NI	268.59
Utilities	1,377.01
Rates	1,395.55
Cleaning	791.84
Repairs / Replacements	134.13
Deposits	20.00
Refunds	30.00

Insurance	0.00
Equipment Purchased	0.00
Service Contracts	19.51
Miscellaneous	0.00
<b>Total Payments</b>	<b>5,230.12</b>

3. Alan Cornish noted that we would need to keep a closer eye on the finances this year as his projection showed only a small excess of income over expenditure. It was agreed that casual hire charges would be reviewed at the next meeting.
4. The wet floor vacuum was no longer working. It was agreed that it was not worth replacing this item of equipment as the floor now only requires wet cleaning on a very occasional basis.

**8. Any Other Business**

1. None.

**9. Date and Time of Next Meeting**

It was agreed that the next meeting of the Committee will be held at 7.30 pm on Tuesday 25<sup>th</sup> September in the Parish Office.