

# HERNE & BROOMFIELD PARISH COUNCIL

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Minutes of the meeting of Herne & Broomfield Parish Council Community Centre Committee held at Wootton Room, Herne Mill, on Thursday 31<sup>st</sup> August 2017 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Davis, Cllr O'Donnell, Ann Berry and Lin White.

Not present: Cllr Blatherwick and Mabel Wright.

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| 15/17 | Election of Chairman Cllr Davis was elected chairman and Cllr O'Donnell as Vice Chairman, Mabel Wright, Linda white and Ann Berry were co-opted. |
| 16/17 | Apologies for absence from Cllr Blatherwick and Mabel Wright who are away.                                                                       |
| 17/17 | The minutes of the meeting held on 23 <sup>rd</sup> February 2017, were agreed as a correct record.                                              |
| 18/17 | Declarations of interests and requests for dispensations. None                                                                                   |
| 19/17 | Matters Arising. None                                                                                                                            |

## Public adjournment

**The meeting will be adjourned to allow members of the public to speak about items on the agenda.**

## Confirmation that they are residents in the parish

Shirley Davis from the Flower arrangers spoke about the amount of parking that would be available at the new hall.

Cllr Davis welcomed Kirsty Walker who came to advise on the use of the new building for weddings and how it could be marketed. Kirsty had some good ideas, she also gave some history on her background. She suggested a wooden gazebo type structure for outside where a wedding service could be conducted. She said branding was important and she was happy to work on this, as well as setting up a web site, dealing with social media and all enquiries that were wedding related. This was welcome as the hiring out for weddings would be a lucrative income. Kirsty said that there were very few wedding venues in the area and there would definitely be a market for the type of venue we would have. Members thought Kirsty would be a valuable asset to the committee, to promote weddings.

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| 20/17 | <b>To discuss the progress on the new building.</b> The piling and footings are now complete, so hopefully we will soon be going upwards. The 3 phase electricity supply has been installed and the fencing will be done soon. The first two payments of the loan have now been received. The latest loan is at a cheaper interest rate saving £144pa. The monthly meetings have gone well and Cllr Blatherwick has visited the site on a regular basis.                                                                                                                                                                                                                                                                                                                       |
| 21/17 | <b>To discuss further fund raising events and grant applications. Also Crowdfunding.</b> Cllr Davis reported that there had been a grant of just under £15,000 from CCC Capital Grant scheme and she had applied for a grant from M & S for airsource heat pumps. The project has been shortlisted and we now have to set up a link to our web site to allow people to vote for the project, they can also make a donation on line. She stressed it was very important that as many people as possible vote when it goes live next Monday. A Race Night has been organised for 10 <sup>th</sup> Feb. Ann was asked about a Quiz night and she will look into that. The church are hosting a Flower Festival in June 2018 and if the new centre is open could use that as well. |
| 22/17 | <b>To discuss the management of the new building.</b> It is proposed to have one person responsible for bookings, finance, cleaning etc. It is hoped that grant                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

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|              | funding towards the cost of salaries, from Awards from All will help towards this. The manager will need to be flexible and will based at the centre.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>23/17</b> | <b>To discuss the booking system for the new building.</b> Main hall possibly 3 sessions a day with a set fee for the session, other rooms on an hourly basis. Saturdays if the building is being used for a wedding then they will have the whole building for the day approx. cost £1,100 for the whole building. Other functions would be priced accordingly. Members are keen to ensure that the building is available for local people, clubs and organisations to use rather than commercial users. Kirsty provided details of the cost of a licence for weddings, this would be £2,000 for three years. Perhaps Goody Ales would be willing to provide a bar for the events, perhaps with a percentage of the takings going to the centre. |
| <b>24/17</b> | <b>Current Finance report on existing hall, including 100 club.</b> The clerk reported that the income from April was £4,434.57, with expenditure including salaries £3,531.92, so a small profit.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>25/17</b> | <b>To discuss any issues that need to be notified to hall users/residents.</b> Hall users will be asked for their intentions once the new centre is open.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>26/17</b> | <b>To discuss any problems/issues that have arisen.</b> The access ramp from School Lane Car Park is being modified to enable wheelchairs and scooters access. New taps have been fitted in the gents toilets as they were leaking.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>27/17</b> | <b>To discuss equipping new Community Centre.</b> Cllr Davis had put together a list and will circulate to all. There was a discussion on how rubbish would be dealt with                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>28/17</b> | <b>Members' reports and clerks correspondence.</b> None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

**Meeting closed 9.10pm**