

Mendlesham Parish Council

A Parish Council Extra Ordinary meeting was held in the Old School Room, Mendlesham on Tuesday 17th July 2018 at 7.00pm.

1.Present:Cllrs M Exley (Chairperson), A Davey,N Fletcher, H Orton, E Ward, M Watson, S Jones (Clerk) and 2 members of the public.

Apologies: Cllrs S Webb, H Orton and SCC/D.Cllr Stringer.

The Mendlesham Parish Council filming statement was read out .

2. Declarations of interest:

a) To note Councillor's declarations of interest in any of the following agenda items. The Parish Clerk reported that she was Chair of Governors for Mendlesham Primary School and the agenda item regarding Community Centre share of fire safety works was part of a school project.

b) To agree any dispensations with regard to declarations of interest. Not required.

3. Public Forum: nothing asked.

7.05pm Cllr Nunn arrived.

4.To approve the draft minutes of the Ordinary meeting 4.7.18 as a true and accurate record of that meeting:

Pages 1583-1588 unanimously approved, signed and dated by the Chairperson.

5. Mendlesham Community Centre:

a) Report on Joint Liaison meeting. Draft minutes of the meeting held 10.7.18 had been previously circulated to all Councillors and were noted with no further actions required.

7.08pm Cllr N Foster arrived providing apologies for Cllr D Foster.

b) Report on meeting with bar.

Confidential notes (commercial sensitivity) of the meeting with the bar manager 9.7.18 had been previously circulated to all Councillors and were noted with no further actions required.

c) Report from the working party.

It was reported that a Parish Council led project to replace Small Hall windows with new external doors to improve hire and ventilation further to withdrawal of access via the school land (other than as a fire escape) was being considered. After discussion, a site meeting for 18th July 7pm was agreed to establish project specification requirements prior to obtaining three quotations. **Action: Cllr Exley.**

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d) To review current financial position of Mendlesham Community Centre charity.

It was noted that the bank account position as at 17.7.18 was £10146 and considered to be relatively accurate, although an up to date bank reconciliation had not been completed. All hire fees due to date had been collected so over the summer holidays significant income was not anticipated with expenditure on going.

It was noted that £1k was committed toward a condition survey, £1500 towards an up to date valuation of the building, £200 invoice had been received re alarm/electrical works carried out last week and some £1k had already been agreed re shower loft clearout/ insulation. Impact of new hire arrangements from 1.9.18 were also unknown.

e) Proposal to allocate current Mendlesham CIL reserve funds totalling £3981.12 towards Community Centre share of fire safety works.

As part of the Mendlesham school project, quotes had been obtained to replace two Small Hall double inner doors at total cost £4005 (community cost). The quote obtained was for fire doors, with a non fire door specification cost requested.

A quote to repaint the Main Hall walls and skirtings had also been obtained at a total cost of £3141 (shared jointly between school and community).

It was unanimously confirmed to approve these works.

The Mendlesham CIL monies of £3981.12 would be used to finance these works with any balance required coming from Mendlesham Community Centre funds, noting that further to the current financial position of the charity, the Parish Council would need to monitor charity finances and may need to support financially.

(Clerks note: see Ordinary mins 7.3.18 p1554 12, re this being an approved use of these funds)

Action: Clerk to note re agenda/minutes for next Community Centre Charity meeting.

f) Any other Community Centre matters: none

6. Reports : urgent matters only

a) Clerks report:

- Mendlesham Community Council had confirmed they would provide a grant for the Hughes sound system work for the Community Centre. The cost of the works required by the Community Centre Electrician was £100 to include VAT.
- Mendlesham Community Council had confirmed a £2k grant towards Mendlesham Green new play equipment.
- The Clerk reported she was liaising other partners on a confidential matter.

b) Chairs report: nothing to report.

c) Questions to the Chair: none.

d) Any other reports: none

7. Financial: none

8. Any other business:none

Meeting closed 7.20pm

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