

Cheddleton Parish Council

MINUTES OF THE COMMUNITY/CRAFT CENTRE MANAGEMENT COMMITTEE
MEETING HELD IN CRAFT CENTRE MEETING ROOM,
HOLLOW LANE, CHEDDLETON ON TUESDAY, 29th. NOVEMBER 2022

ATTENDANCE Chairman - Councillor H.J. Tunna
Vice-Chairman - Councillor Mrs. D.A. Hartley.

Councillor - M.T. Bowen, I. Dakin, R.J. Hartley, H.R. Jennings, and Mrs. C.A. Lovatt.
Member - Mrs. C. Beardmore.

Clerk - Ms. L. J. Eyre.

24. **APOLOGIES** - Apologies were received from Councillor M. Ahmad, it was resolved to accept these.
25. **MINUTES OF THE MEETING OF 26th. JULY 2022** - The Chairman thanked Councillor Mrs. Hartley for chairing the meeting in his absence. It was resolved to accept these as a true record and signed by the Chairman.
26. **MATTERS ARISING** - No items were raised.
27. **CORRESPONDENCE**: - No Correspondence.
28. **REVIEW OF HIRE CHARGES - COMMUNITY CENTRE** - Mrs. Beardmore reported that several daytime classes have cancelled due to the cost of hire and have moved to St. Andrews Room. After some discussion Councillor Jennings proposed to leave the charges for the rooms the same for next year, seconded by Councillor Bowen and all agreed. Councillor Jennings suggested an amendment to the booking form with regards to the Bar License that this should be shown to the Clerk so added to the leaflet. The 4 car park spaces that hold permits to park in the carpark and pay currently £30 per year. Mrs. Beardmore stated that residents are complaining about use of the car park that it is a community car park. It was suggested further signage be displayed and priced by the Clerk to make it clear on who is allowed to park and that the gate will be closed. Councillor Jennings proposed an increase of £5 each year to for the permit holders, seconded by Councillor Mrs. Lovatt and all agreed that £35 for next year is more than reasonable for each of the 4 spaces.
29. **UPDATE FIRE RISK ASSESSMENT - COMMUNITY CENTRE** - The Clerk reported that the Fire Extinguishers have been tested as part of the annual check and we need a replacement extinguisher in the corridor because it has lost pressure which will cost £65 but must be replaced as a matter of health & safety.
30. **FUTURE BUILDING WORKS - COMMUNITY CENTRE** - The Clerk reported that we need to consult with residents and seek advice from Support Staffordshire as to what people need and what they want and how to fund it. The main concern is the financial situation of the buildings and works need to be relevant, but the main thing is to get the rooms used to full capacity. We need to engage the community and highlight and advertise what is available already. Promotion is key and Councillor Mrs. Lovatt suggested a focus group. Councillor Tunna suggested to let the Clerk come back with recommendations of what and how we engage with the community.

31. **ANY URGENT WORKS/MATTERS TO RAISE - COMMUNITY CENTRE** - Mrs. Beardmore requested another light on the far side of the car park to light up the area where the mobile used to stand. Councillor Jennings stated that a pipe is exposed where the mobile was which the Clerk reported she had asked the handyman to look at it and suggested that in the interim the holes be filled with hardcore. It was agreed to use bags of tarmac as a temporary fix until quotes for a proper tarmac resurface can be obtained. Mrs. Beardmore updated that the Christmas decorations have been put up. The Clerk updated that Jacksons Nurseries are donating a new Christmas Tree for outside which will be delivered next week. Councillor Bowen raised that the kitchen needs to be refurbished and Mrs. Beardmore stated she had raised this before. The Clerk stated she had this as an item to look at as it had been previously raised and will contact local business in the village for some help and assistance. The Clerk reported that she is struggling to get three quotes for tarmac on the car park. Also, the School and the Church are contacting the Clerk when events are taking place to help with parking arrangements so that we have spaces for hirers. Councillor Tunna asked how the pudding run had gone and Mrs. Beardmore reported that it had been good and left clean and tidy. The Clerk reported that the Gas Boilers are due for service so would need recommendations for plumbers.
32. **REVIEW OF LEASE AGREEMENT - CRAFT CENTRE** - The Clerk had circulated the current agreements and after some discussion it was agreed that it needs to be updated and signed by Jane & Emily to specify more details about responsibilities as the hirers. Councillor Dakin mentioned about testing of equipment. The Clerk suggested a subcommittee to finalise what needs to be included. Councillor Tunna suggested a meeting just to get the Agreement written once the Clerk has more information.
33. **REVIEW OF HIRE CHARGES - CRAFT CENTRE** - The Clerk reported that the tearooms is £320 per month, beauty room £150 but that the tearooms is below what was suggested as a reasonable charge and the Finance Committee had previously proposed an increase over three years which started last year. After some discussion Councillor Jennings proposed £380 per month for the tearooms and £170 for the beauty room, seconded by Councillor Bowen, all agreed.
34. **UPDATE ON RENOVATIONS WORKS - CRAFT CENTRE** - The Clerk reported that the decorators are in now and joiners. The suspended ceiling is complete, and the works are three weeks behind schedule because of the plaster not drying out due the weather, which is beyond the builder's control, but it will be completed before Christmas. The Clerk reported that the windows that have been installed has left a cracked mullein on the main window which Duncan will have to make good to finish the plastering. Councillor Jennings suggested asking Duncan to hose the windows to make sure that everything is sealed and watertight. The quote for pointing will be discussed at the Planning Committee and different heater in the massage room.
35. **ANY URGENT WORKS/MATTERS TO RAISE - CRAFT CENTRE** - Councillor Dakin is going to do the prep work for the Fire Risk Assessment on the Craft Centre. The Clerk reported that the new rooms are covered by the Fire Alarm but not the Tearooms. Also, Jane reported an issue with some wood that has been uncovered whilst having new shelves put in that has been infested with woodworm. This could well be old debris as it was enclosed when the treatment took place so as it is under guarantee the Clerk contacted Rentokil and has spoken to them and they stated to remove any affected skirting and monitor the floor as it can take up to 8 years to kill the life cycle of the beetle. The Clerk will speak to Jane and inform her that it needs to be monitored by brush away the dust and monitor for new activity. The Handyman has painted the ceiling with the help of Stan and the curtains have been put back up.

36. **FORWARD AGENDA ITEMS** - No items were raised.
37. **CONFIDENTIAL ITEM - FINANCIAL REQUIREMENT 2023/24** - After considering the budget required the committee made their recommendations.

Chairman
31st. January 2023.