

**Minutes of the Meeting of the Dersingham Centre Committee held on Tuesday 6 February 2018 at Parish Council Office at 7.00pm.**

**Committee Present:** Cllr S Payne, Cllr B Hopkins, Cllr B Judd & Mr T Wheeler.

**In attendance:** Sarah Bristow (Parish Clerk), David Collingham, Cllr D Murrell & Cllr C Shepherd, Steve Sharp & Sarah Barker-Willis

**292 Apologies for absence**

**It was resolved to accept apologies from Cllr C Davey, Cllr D Wright & Cllr C Hipkin.**

**293 Declarations of interest**

No declarations received.

**294 Minutes of meeting held on 9 January 2018.**

**It was resolved for the minutes to be signed by the Chair as a true record after the following amendment. Item 279 the Wren Grant covers Floor and Kitchen.**

**295 Matters Arising**

All items on the agenda.

**It was resolved to open the meeting to allow Mr Collingham to speak.**

**296 Update from Dersingham Centre Association**

Mr Collingham advised the Committee that there was not much to report. Work mainly has been getting the booking system on the website up and working. Mr Wheeler and Mr Martyn have been working on getting bookings into the calendar. This needs to be checked as it automatically put regulars in on public holiday etc. People can now fill in the booking form but it is stressed that it is not a firm booking until a confirmation letter has been received. Mr Collingham said that lots of exercise classes are booked. Bookings are on a first come, first serve basis. Mr Collingham is looking into media publicity regarding the launch of the building. Mr Wheeler advised that The Day Centre would like to come to the site. This to be arranged. Cllr Judd asked about use of the hall for activities eg Ball Games etc. Mr Collingham said that no rules have been agreed but felt that Ball Games would not be allowed.

Mr Collingham advised that grants were to be put in for funding for Tables and Seating from the Community Foundation. Cllr Payne advised that Audited Accounts were needed. Mr Collingham said that he was going to ask the old treasurer for details.

There is to be a fashion show and a Barn Dance in booked for November. If anyone can think of any other events and of course a venue if before the hall is ready.

**It was resolved to return to closed session.**

Mr Collingham left the meeting at 7.25pm.

**297 Car Park**

The Clerk advised that she had emailed Mr O'Lone and Mr Stanton regarding formal agreement over the overflow car park. **It was resolved for the Clerk to put in the planning application for the Change of use.** Mrs Barker- Willis advised that Atelier had a plan that could be used. **It was resolved for Mrs Barker Willis to get a copy to the Clerk.**

**298 T & CPA Diversion**

Cllr Payne advised that temporary footpath order runs out in March and could stop the build if not extended or permanently sorted. Cllr Payne advised that she had spoken again with Cty Cllr Dark and he had spoken to Tom McCabe at Norfolk County Council and it is meant to be getting sorted in a way to assist everyone involved. Cllr Payne advised that a name to deal with or a meeting was necessary.

**299 Funding/Budget**

The Clerk handed round a budget monitoring form and advised that she had agreed the Public Works Loan at a rate of 2.92%. Cllr Payne advised that the precept had to be increased to accommodate the shortfall but advised that there would be a decrease next year and only the £26,550.00 to cover the retention, which did not require payment until a year after completion of the building. The Clerk advised that at Monday's progress meeting she had been promised a new cash flow timetable and the need to draw up corrected plans especially with sub contractors working more on the site. Mr Sharp and Mrs Barker-Willis advised that they were prepared to help in anyway and did not want to see queries waiting to be answered. The Clerk advised that she thought the kitchenette was necessary because of safeguarding and so that there was greater flexibility with booking etc. Mr Judd advised that the meeting room was better less cluttered. Cllr Payne advised that it was a necessary saving and flasks and a trolley can be used.

**300 Moving Electricity Cable**

The Clerk said that she had been in contact with UK Power Network and had been informed that there were three different departments that dealt with the issues that needed to be addressed. The Clerk advised that she needed to assess which one to contact first to get the best quickest solution. Mrs Barker Willis said that she had a telephone number of someone at UK Power Network who was quick at getting these situations sorted. **It was agreed for Mrs Barker- Willis to give the number to the Clerk.**

**301 Items from the Site**

Cllr Payne advised that there were still some items that needed to be removed from the site. **It was resolved for Mr Wheeler to check that the payment had been made to the Borough Council to remove the freezer, and if so then Cllr Payne would address.** Cllr Payne also agreed to get rid of the

**skip. Mr Wheeler, Mrs Barker-Willis and the Clerk agreed to work on getting rid of the clothes bank.**

**302 Leases**

**It was resolved for the Clerk to work with the Solicitor on the DVCA, Bowls Club and PCC leases.**

**303 Correspondence**

Progress report from Martyn Howes.

**304 Items for the next agenda.**

Current Agenda plus Parish Council phone lines.

**305 Date, time and place of next meeting**

Tuesday 6 March 2018 at 7:00pm at Parish Office,

With no further business, the meeting closed at 8.05pm.

DRAFT