

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

Committee Present: Cllr S Payne, Cllr B Hopkins, Cllr D Wright, Cllr G Billard, Cllr B Judd & Mr T Wheeler.

In attendance: Sarah Bristow (Parish Clerk), Cllr C Shepherd & David Collingham.

376 Apologies for absence

It was resolved to accept apologies from Cllr C Hipkin, Cllr C Davey, Mr Steve Sharp & Mrs Barker-Willis.

377 Declarations of interest

No declarations received.

378 Minutes of meeting held on 3 July 2018.

It was resolved for the minutes to be signed by the Chair as a true record.

379 Matters Arising

All items on the agenda.

380 Update from Dersingham Centre Association

Mr Collingham said that the time to finish is getting very close and the group are currently meeting weekly. The group are looking forward to taking over the hall on the 1 October but it is very close to handover. Mr Collingham said that plans were going well for the open week starting on the 20 October. The Mayor is due to cut the ribbon on the 20 October. The week will finish with a Barn Dance on the 27th October. Mr Collingham said that they had finished the new prospectus and they have had a 1000 printed. Mr Collingham advised that Jo- Halpin Jones was in charge of publicity. Cllr Payne asked Mr Collingham if he was prepared to undertake a joint report with Cllr Davey as Chairs of each Committee for the next Village Voice. Mr Collingham felt that this was a great idea. Cllr Payne passed round the prospectus. Mr Hopkins advised that the prospectus says fully licensed how is this to work. Mr Collingham advised that it was for only events organised for the DVCA. If someone hired for a party etc they would need to bring in their own bar. Mr Collingham asked when the lease would be available. Cllr Payne advised that it was currently with the Solicitor and would be with them a.s.a.p. Mr Collingham advised that furniture was due for delivery after the 17th September to avoid fees from Browne's. Mr Collingham asked when the screen would be in place. Mr Wheeler advised that the cinema for October would still be at the Social Club so there is time to get on the wall. Cllr Payne advised that it would be down to the DVCA to get the screen in place. Mr Collingham advised that he had a meeting with a contractor regarding the Wi-Fi connection and they had advised that it would be possible for the DVCA not to have their own Wi-Fi connection but to buddy from the Parish Council's. The Clerk advised that Cllr

Shepherd would need assurance that this was appropriate and secure. The Clerk to speak with Cllr Shepherd over this. Cllr Hopkins advised that the Council had just renewed their insurance would it be an idea for the DVCA to go with the same company. Mr Collingham said that it is something that the DVCA needs to discuss and would at their next meeting. Mr Collingham said that a lot of the users are under the category of Health and Wellbeing so far.

Mr Collingham asked about the Car Park. Cllr Payne advised that the Contractor would scrap off and make the area level they will also put in the disabled car parking spaces and the paths/footpath. Cllr Hopkins asked about the area of grass outside the Parish Office it will need digging out and hogging put in prior to any surface. Cllr Payne asked if the tree stump had been removed. Cllr Judd advised that this has been removed. Cllr Payne advised that the Contractor would make it look that best they can. Cllr Hopkins asked if the automatic doors had been sorted. Cllr Payne advised that Cllr Davey was currently working on quotes but felt that it could wait. Cllr Payne asked Cllr Judd to speak with the contractor regarding damage to part of the carrstone insert at the front of the building. Mr Collingham asked about the fire evacuation routes etc. Cllr Payne advised that this would be given with the handover pack but the DVCA would need to purchase fire extinguishers. Cllr Payne asked the Clerk to get the Parish Office PAT tested. Mr Collingham said that there had been a request for a fly screen for the kitchen door. Cllr Payne advised that if the DVCA needed a fly screen then they could put one up. Mr Collingham asked about a letterbox. Cllr Payne advised that letterboxes would be brought for the Parish Office and the DVCA could purchase the same style.

Mr Collingham then left the meeting.

381 Main Car Park

Cllr Payne advised that any work on the car park would need to be achieved after the Contractor had left and see what the £13,500 in the budget would achieve.

382 Overflow Car Park

Cllr Payne advised that the ground would be firm when the Contractor leaves. At the moment a good strim and tidy up will be all that can be achieved. The Area should not be needed other than Church Festivals or Bowl Tournaments. The spoil that is currently on the site would be clean and the good topsoil spread over the area. The Clerk advised that an Archaeologist had been employed whilst the last three meters of the drainage that runs into the overflow car park stipulated by the Historic England. Cllr Judd advised that the sewage treatment work had run into running sand and have been pumping out for the last five days, but they hoped to have this completed by the weekend.

383 T & CPA Diversion

The Clerk advised that she had received a phone call from Merv Broughton who advised that he needed to speak Cllr Judd regarding some tweaks that would be

needed to get this footpath application approved. Cllr Payne advised that Cllr M Shepherd had sent the last lot of plans from Parish On-Line. Cllr Judd to speak with Cllr Shepherd regarding this.

384 Funding/Budget

The Clerk handed round the budget sheets. The Clerk said that she thought some of the latest invoice should be separate as it was part of the Wren Grant. **It was resolved for the Clerk to speak with the Contractor over this and get the invoice re-submitted and separated.**

The Clerk said that the last report showed a difference between the Contractor's QS and our QS of £106,000 which is still to be agreed. Cllr Hopkins said that these go back to November from the start and there are over 100 variations. The Clerk advised that she was concerned about the cashflow. The Clerk advised that she had received the last £68,000 from The Bid Lottery. **It was resolved for the Task Force to meet and go over these variations and report to the next Full Council Meeting.**

385 Construction Schedule/Opening Day.

Cllr Payne advised that this was still running to plan of handover for the 14th September. It is still the plan to hand over to the DVCA on the 1 October and the Parish Office also to be up and running by 1 October.

386 Correspondence

None received.

387 Items for the next agenda.

Current Agenda

388 Date, time and place of next meeting

The next meeting is set for the 4 September 2018 at 7:00pm at Parish Office.

With no further business, the meeting closed at 8.10pm.