

**Minutes of the Meeting of the Community Buildings Committee held in the Quedgeley Community Centre on Monday 10<sup>th</sup> July 2023 at 7.30pm**

**PRESENT** Cllr S Wilcox, Cllr G Smith, Cllr Mrs J McAllan, Cllr G Wheatley and Cllr N Lee  
Cllr J Hunter (Observing)

**Officer Present** Mrs S Barnett

<b>C.032/23-24</b>	<p><b>Elect a Chair</b> Cllr N Lee <b>PROPOSED</b> to nominate Cllr S Wilcox as Chair. Seconded: Cllr G Smith                      Vote: Unanimous</p> <p style="text-align: right;"><b>So resolved</b></p>
<b>C.033/23-24</b>	<p><b>Apologies for Absence</b> None</p>
<b>C.034/23-24</b>	<p><b>Declarations of Interest</b> No declarations</p>
<b>C.035/23-24</b>	<p><b>To adopt the Minutes of the previous meeting dated 12<sup>th</sup> June 2023</b> Cllr N Lee <b>PROPOSED</b> to adopt the above Minutes as a true and accurate record of the meeting. Seconded: Cllr Mrs J McAllan                      Vote: 3 for, 2 abstain</p> <p style="text-align: right;"><b>So resolved</b></p>
<b>C.036/23-24</b>	<p><b>Correspondence</b></p> <p>a) To consider request from Kingsway Short Mat Bowls to have approximately 12 full Saturdays in hall 1 at the Kingsway Community Centre from September 2024 throughout the 2024/2025 season which is approximately 2 Saturdays a month September – February. Following a discussion where concerns were raised over lack of parking and the reduction of availability of the hall for members of the community, Cllr N Lee <b>PROPOSED</b> to accept the above request. Seconded: Cllr Mrs J McAllan    Vote: 3 for, 2 against</p> <p style="text-align: right;"><b>So resolved</b> <b>Action – Council Office</b></p> <p>b) City Councillor, Cllr Justin Hudson contacted the office to seek permission to affix bleed kits to the external of the Kingsway Sports Pavilion and Kingsway Community Centre. As both of these buildings are owned by the City Council permission does not need to be obtained however Mrs Barnett made the committee aware of the above request should there be any reservations. Cllr S Wilcox <b>PROPOSED</b> to accept the above with Mrs Barnett requested to ask if there are more kits available for the Waterwells Sports Centre and Quedgeley Community Centre. Seconded: Cllr N Lee                      Vote: Unanimous</p> <p style="text-align: right;"><b>So resolved</b> <b>Action – Council Office</b></p>
<b>C.037/23-24</b>	<p><b>Budget 2023 – 2024</b> The budget sheet provided by the council office was noted and signed by the chair.</p> <p style="text-align: right;"><b>So resolved</b> <b>Action -Council Office</b></p>
<b>C.038/23-24</b>	<p><b>Kingsway Community Centre</b></p> <p>a) To consider and agree expenditure not exceeding £455.00 + VAT for PTSG Services to replace 3 no. 1.2m long earth electrodes at position E4 to improve the earth resistance reading following testing. Cllr G Wheatley <b>PROPOSED</b> to accept the above and Mrs Barnett to investigate alternative suppliers in the future. Seconded: Cllr Mrs J McAllan                      Vote: Unanimous</p> <p style="text-align: right;"><b>So resolved</b> <b>Action – Council Office</b></p>

	<p>b) To consider and agree expenditure not exceeding £175.00 for M&amp;D to supply satinwood paint and paint pipe covers and windowsill in hall 2. Cllr S Wilcox <b>PROPOSED</b> to accept the above. Seconded: Cllr N Lee                      Vote: Unanimous <b>So resolved</b> <b>Action – Council Office</b></p> <p>c) To consider and agree expenditure not exceeding £60.00 for M&amp;D to refurbish wooden serving hatch surround and paint located in hall 2. Cllr N Lee <b>PROPOSED</b> to accept the above. Seconded: Cllr G Smith                      Vote: Unanimous <b>So resolved</b> <b>Action – Council Office</b></p>
<b>C.039/23-24</b>	<p><b>Waterwells Sports Centre</b></p> <p>a) To consider and agree expenditure not exceeding £178.80 for Signs Express to travel to site to re-install fallen letter 'G' and carry out the annual service. Cllr N Lee <b>PROPOSED</b> to accept the above. Seconded: Cllr G Smith                      Vote: Unanimous <b>So resolved</b> <b>Action – Council Office</b></p> <p>b) To consider and agree expenditure not exceeding £150.00 for M&amp;D to clear the Waterwells garage of overgrown vegetation from the roof tiles and gutters. Cllr G Smith <b>PROPOSED</b> to accept the above. Seconded: Cllr N Lee                      Vote: Unanimous <b>So resolved</b> <b>Action – Council Office</b></p>
<b>C.040/23-24</b>	<p><b>Quedgeley Town Council Office</b></p> <p>To consider and agree the renewal of the annual maintenance agreement through Mitchell's for air conditioning units within the Quedgeley Town Council office not exceeding £144.00 including VAT. Cllr Mrs J McAllan <b>PROPOSED</b> to accept the above. Seconded: Cllr G Smith                      Vote: Unanimous <b>So resolved</b> <b>Action – Council Office</b></p>
<b>C.041/23-24</b>	<p><b>Defibrillator – Memorandum of Understanding</b></p> <p>To consider and agree expenditure not exceeding £6720.00 including VAT to renew the Defibrillator Memorandum of Understanding through Southwest Ambulance Service for Quedgeley Community Centre, Kingsway Community Centre, Waterwells Sports Centre and Kingsway Sports Pavilion for a further 4 years effective from 13<sup>th</sup> December 2023 – 50% of costs to be met by CIL. Cllr G Wheatley <b>PROPOSED</b> to accept the above. Seconded: Cllr N Lee                      Vote: Unanimous <b>So resolved</b> <b>Action – Council Office</b></p> <p>To consider and agree recommending to Full Council to vire £3360.00 from Reserves to Community Buildings to meet the council's 50% of the above costs. Cllr G Wheatley <b>PROPOSED</b> to accept the above. Seconded: Cllr N Lee                      Vote: Unanimous <b>So resolved</b> <b>Action - Council Office</b></p>
<b>C.042/23-24</b>	<p><b>Mixed Recycling Unit</b></p> <p>To consider and agree expenditure not exceeding £1200.00 per annum including VAT, duty of care fee and delivery per annum to provide 1100 litre or equivalent mixed recycling bin/s at Kingsway Sports Pavilion. A discussion took place, and it was agreed that this would be deferred until the next meeting for Mrs Barnett to gain some further information regarding the current trade waste bins.</p>
<b>C.043/23-24</b>	<p><b>Progress of Current Works – To inform members of progress to date:</b></p> <ul style="list-style-type: none"> <li>• <b>Quedgeley Community Centre</b> <ul style="list-style-type: none"> <li>- Pilot memorial plaque has been affixed to the foyer wall and the unveiling ceremony will take place on Wednesday 12<sup>th</sup> July at 11.00am.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Kingsway Community Centre</b> <ul style="list-style-type: none"> <li>- Delay to the replacement flooring in hall 2 as additional quotes have been applied for.</li> <li>- The Committee were advised that following a pest control issue in the garden that professional advice and services have been sought.</li> </ul> </li> <li>• <b>Waterwells Sports Centre</b> <ul style="list-style-type: none"> <li>- Nothing to discuss.</li> </ul> </li> <li>• <b>Kingsway Sports Pavilion</b> <ul style="list-style-type: none"> <li>- Travellers gained access to the field last week causing damage to the gate padlock, height restrictor and bollards. The travellers were moved on by the police within a few hours. Will seek prices to carry out repairs and speak with the insurance company.</li> </ul> </li> </ul> <p style="text-align: right;"><b>So resolved</b> <b>Action – Council Office</b></p>
<b>C.044/23-24</b>	<p><b>Further Business for Referral</b> Nothing for referral.</p>

**Date of Next Meeting** – Monday 14<sup>th</sup> August 2023 @ Quedgeley Community Centre Committee Room at 7.30pm. The meeting date and location were noted.

**Meeting closed @ 20:28**