

Minutes of the Meeting of the Community Buildings Committee held in the Quedgeley Community Centre on Monday 20th May 2024 at 7.30pm

PRESENT Cllr Mrs J McAllan, Cllr Miss J Weston, Cllr S Wilcox and Cllr N Lee

Officer Present Mrs S Barnett

C.010/24-25	<p>Elect a Chair Cllr S Wilcox PROPOSED to nominate Cllr Mrs J McAllan as Chair. Seconded: Cllr Miss J Weston Vote: Unanimous So resolved</p>
C.011/24-25	<p>Apologies for Absence None received.</p>
C.012/24-25	<p>Declarations of Interest Cllr Miss J Weston and Cllr Lee declared a personal interest in agenda item 10 and correspondence relating to Quedgeley Social Club.</p>
C.013/24-25	<p>To adopt the Minutes of the previous meeting dated 8th April 2024 Cllr Wilcox PROPOSED to adopt the above Minutes as a true and accurate record of the meeting. Seconded: Cllr Miss J Weston Vote: Unanimous So resolved</p>
C.014/24-25	<p>Correspondence</p> <ul style="list-style-type: none"> - Correspondence received from Great Western Air Ambulance seeking support from Quedgeley Town Council to host a clothing bank at Quedgeley Community Centre. After discussion, it was agreed an alternative location should be sought as there is already a unit at Quedgeley Community Centre. - Recommendation from Chosen Fire Protection to consider additional smoke detection in the Quedgeley Social Club corridor, lounge, rear office and cellar area. Mrs Barnett was asked by the committee to investigate further as to how many are recommended and the cost involved. - There was a Health & Safety expenditure of £450.00 for Aquasafe Environmental to carry out the cleaning and chlorination of the CWS tank at Kingsway Sports Pavilion prior to the water being turned back on for the start of the Cricket season. This was noted by the committee. <p style="text-align: right;">So resolved Action – Council Office</p>
C.015/24-25	<p>Budget 2024 – 2025 The budget sheet provided by the council was noted and signed by the chair. Cllr Wilcox PROPOSED to accept the budget. Seconded: Cllr Lee Vote: Unanimous So resolved Action – Council Office</p>
C.016/24-25	<p>Quedgeley Community Centre</p> <p>a) To consider and agree expenditure not exceeding £350.00 for M&D Property & Garden Maintenance Ltd to supply and replace sodium lights to the gable end of the building. Cllr Lee PROPOSED to accept the above. Seconded: Cllr Mrs J McAllan Vote: Unanimous So resolved Action – Council Office</p> <p>b) To consider and agree expenditure not exceeding £1,115.30 including VAT and delivery to purchase 10 Gopak folding tables. Cllr Mrs J McAllan PROPOSED to accept the above. Seconded: Miss J Weston Vote: Unanimous So resolved</p>

	<p style="text-align: right;">Action – Council Office</p> <p>c) To consider and agree expenditure not exceeding £340.00 including VAT for Aquasafe Environmental to carry out the annual service and cleaning and chlorination of 3 CWS tanks. Cllr Lee PROPOSED to accept the above. Seconded: Cllr Wilcox Vote: Unanimous</p> <p style="text-align: right;">So resolved Action – Council Office</p>
C.017/24-25	<p>Kingsway Community Centre</p> <p>a) To consider and agree expenditure not exceeding £252.00 + VAT for PTSG to undertake the annual maintenance of the Surge Protection equipment to comply with BSEN62305 section E.7.2.3 Cllr Wilcox requested that should any faults be found at the inspection that he made aware so that he can attend site with the contractor to understand clearly what has been detected. Cllr Miss J Weston PROPOSED to accept the above on the basis that Cllr Wilcox attend site if faults are identified. Seconded: Cllr Lee Vote: Unanimous</p> <p style="text-align: right;">So resolved Action – Council Office</p> <p>b) To consider and agree expenditure not exceeding £477.75 + VAT for PTSG to carry out repair works following the Lightening Protection Test to improve the resistance reading at position E8. Cllr Lee PROPOSED to accept the above. Seconded: Cllr Wilcox Vote: Unanimous</p> <p style="text-align: right;">So resolved Action – Council Office</p> <p>c) To consider and agree expenditure not exceeding £1,115.30 including VAT and delivery to purchase 10 Gopak folding tables. Cllr Mrs J McAllan PROPOSED to accept the above. Seconded: Cllr Miss J Weston Vote: Unanimous</p> <p style="text-align: right;">So resolved Action – Council Office</p>
C.018/24-25	<p>Kingsway Sports Pavilion</p> <p>a) To consider and agree expenditure not exceeding £3100.00 + VAT for Site Fabrication Services to dig out and reset, cut off and weld on new lock fitment sections and install new concrete foundations for the damaged height restriction barrier. Cllr Lee PROPOSED to accept the above. Seconded: Cllr Wilcox Vote: Unanimous</p> <p style="text-align: right;">So resolved Action – Council Office</p> <p>b) To consider and agree expenditure not exceeding £467.00 + VAT for Site Fabrication Services to supply 2 new bollards to match existing, including repairs to existing ground sockets and broken flange fixing plates. Cllr Lee PROPOSED to accept the above. Seconded: Cllr Wilcox Vote: Unanimous</p> <p style="text-align: right;">So resolved Action – Council Office</p> <p>c) To consider and agree expenditure not exceeding £252.00 + VAT for PTSG to undertake the annual maintenance of the Surge Protection equipment to comply with BSEN62305 section E.7.2.3 Cllr Lee PROPOSED to accept the above. Seconded: Cllr Wilcox Vote: Unanimous</p> <p style="text-align: right;">So resolved Action – Council Office</p>
C.019/24-25	<p>Quedgeley Social Club</p> <p>To consider and agree expenditure not exceeding £351.00 for M&D Property and Garden Maintenance Ltd to supply 17 x LEDlight unit fittings for the corridor and lounge and replace the existing lights.</p>

	<p>Cllr Wilcox PROPOSED to accept the above. Seconded: Cllr Miss J Weston Vote: Unanimous</p> <p style="text-align: right;">So resolved Action – Council Office</p>
C.020/24-25	<p>Window Cleaning To consider and agree expenditure not exceeding £250.00 for new window cleaning contract for Quedgeley Town Council office, Quedgeley Community Centre and Kingsway Community Centre. Cllr Mrs J McAllan PROPOSED to accept the quote from Flash Window Cleaning at £160.00, Seconded: Cllr Lee Vote: Unanimous</p> <p style="text-align: right;">So resolved Action – Council Office</p>
C.021/24-25	<p>Progress of Current Works – To inform members of progress to date.</p> <p>Quedgeley Community Centre</p> <ul style="list-style-type: none"> - Hall 2 kitchen due refit at the end of June. <p>Kingsway Community Centre</p> <ul style="list-style-type: none"> - Nothing to report. <p>Kingsway Sports Pavilion</p> <ul style="list-style-type: none"> - Increase in the demand for football pitches at the site. - Vandalism to the clothes bank, we have instructed the company to remove the bank as no place available to relocate it. <p>Waterwells Sports Centre</p> <ul style="list-style-type: none"> - Nothing to report.
C.022/24-25	<p>Further Business for Referral</p> <ul style="list-style-type: none"> - Investigate provisions for supplying additional bleed kits within the community. - Look at creating a rota for the re-painting of the halls in the buildings.

Date of Next Meeting – Monday 10th June 2024 @ Quedgeley Community Centre Committee Room at 7.30pm. The meeting date and location were noted.

Meeting closed @ 20:20 hrs