

Minutes of a meeting of the **AMENITIES & CIVIC CENTRE COMMITTEE** held on **Wednesday 11th March 2009** in Telscombe Civic Centre at 7.30 pm.

PRESENT Councillors: Ms L Hallett (Chairman)
Mr T Banning (Vice Chairman)
Mr J Harris, Mr B Page
Mr P Howson

APOLOGIES Councillors: Mrs B Sawyers, Mr R Maskell
Mr J Page, Mrs M Pepper

There being no members of the public present, the meeting commenced at 7.30 pm.

191. **DECLARATIONS OF INTEREST**

There were no declarations of prejudicial or personal interest.

192. **TO APPROVE AND SIGN MINUTES OF THE MEETING HELD ON MONDAY 24th NOVEMBER 2008**

The minutes of the above meeting were approved by the Committee and signed as correct by the Chairman.

193. **MATTERS ARISING**

There were no matters arising.

194. **TO NOTE THE INCOME AND EXPENDITURE ACCOUNTS FOR THE FIRST NINE MONTHS OF THE FINANCIAL YEAR**

The Committee noted the report.

195. **TO NOTE LANDSCAPE MAINTENANCE SITE DIRECTIONS**

The Committee noted the report.

196. **UPDATE ON MONTHLY BINGO EVENINGS AND CONSIDER PURCHASE OF ELECTRONIC BINGO MACHINE**

Cllr Harris demonstrated the electronic bingo machine to the Committee. Cllr Harris advised the Committee that the cost of the machine was likely to be £150, but that it would be possible to trial the machine before deciding on a purchase. It was proposed by the Chairman seconded by Cllr Harris and

RESOLVED that the electronic bingo machine be trialled at future bingo evenings pending a decision to purchase.

197. **APPROVAL OF REVISED CIVIC CENTRE BROCHURE**

The Committee considered a proof copy of a new brochure designed to advertise and provide information about hiring the Civic Centre. The Committee thanked the Assistant Town Clerk for producing the brochure and unanimously **agreed** the proof without amendment.

198. **VERBAL UPDATE ON REMOVAL / REPLACEMENT OF BACK WALL OF COUNCIL CHAMBER**

The Town Clerk advised that structural drawings had recently been received from the Architect. Two companies had been approached to provide quotations for the work. In addition, a separate quotation had been requested from each company for the removal of the wall between the Town Clerk's office and the admin office. Both companies had looked at the site and the drawings and both had concluded that the rear wall of the Council Chamber was likely to be load bearing. Quotations were therefore based on the insertion of steel beams and columns to support the landing. One quotation had been received and when the second arrived, a report would be made to Committee. The Committee **noted** the progress made.

199. **TO CONSIDER ESTIMATES FOR RE-POINTING AREAS OF INTERNAL AND EXTERNAL WALLS OF THE CIVIC CENTRE**

The Town Clerk reported that the external pointing, particularly on the South face of the building, was in need of repair. In addition there was some erosion of the pointing between the glass blocks on the exterior and interior. The Town Clerk advised two quotes had been obtained from local builders. The Committee noted the large discrepancy between the two quotations. Cllr Howson advised he would give his professional opinion on the viability of the quotations. The Committee unanimously

RESOLVED to proceed with the work based on the lowest quotation, subject to Cllr Howson's professional opinion.

200. **TO CONSIDER REPORT ON THE ACHIEVEMENTS OF THE COMMITTEE OVER THE PAST YEAR**

The Committee considered a report produced by the Chairman outlining the Committee's achievements over the previous twelve months. The report was for presentation by the Chairman at the Annual Town Meeting on 28th April. The Committee unanimously **agreed** the report.

There being no other business, the meeting closed at 8.13 pm.

Signed
CHAIRMAN - Ms L Hallett

NB The next meeting of the Committee will be held on **13th May 2009 commencing at 7.30 pm**