

**Minutes of the Brockridge Committee 19th October 2009
held at the Brockridge Centre, Woodend Road**

Present: Mr D Hockey (Chairman), Mr D Broome, Mr R Underhill, (Parish Councillors); Mrs R Nicholson-Warn (Leader in Charge, Brockridge Youth Group); Mrs J Strickland (FCO50sCG Representative); Mr R Millard (Brockridge Infants School Representative).

Apologies: Mr K Powell (FCO50sCG Representative); Cllrs D Manfield, Mrs J Rowan, Mr R Thomson and Mr T Clothier.

193 Emergency Evacuation Procedure

The Chairman drew attention to the emergency evacuation procedure.

194 Declarations of Interest Under the Local Government Act 1972

- Cllr D Hockey declared that the participation of those Parish Councillors who are also members of South Gloucestershire District Council in both the debate and any subsequent vote on matters contained in the agenda would be on the basis that the views expressed were preliminary views taking account of the information currently available to the Parish Council. Parish Council members who are also District Councillors reserved their final views until they were in full possession of all relevant information both for and against.
- Cllr Broome and Mr Powell declared their interests as members of Frampton Cotterell Over 50s Computer Group.
- Mr R Millard declared his interest as a Governor of Brockridge Infants' School.

195 Confirmation of Minutes of 8 June 2009

Following a proposal by Cllr D Hockey, seconded by Cllr D Broome it was:

RESOLVED:

That the minutes of the Brockridge Committee of 8 June 2009 be confirmed and signed.

196 Youth Group Report

Mrs Nicholson-Warn submitted a report on the well-supported Youth Group activities undertaken during the summer and also reported that her successful bid, with the assistance of a number of young people, for £2000 from the Big Stash meant that further equipment could be purchased to complement the newly acquired pool table. A camping trip to the Woodlands site in Devon was in the pipeline. Members noted with satisfaction all the hard work the Youth Leader and her team had put in, including the preparation of a set of Risk Assessments to manage the operational risks facing the Group. Members also learned that plans were in hand for the presentation of the three-yearly Commissioning bid on 26 October. Owing to her study commitments, Mrs Nicholson-Ward had moved the Thursday evening session to Sunday for the next nine months.

RESOLVED:

- That the Council's best thanks be extended to Mrs Nicholson-Ward and her team, and also to the young people who have been so proactive in assisting with funding bids, for all their hard work.
- That the local beat team be asked to keep an eye on the Sunday evening youth sessions.

Mrs R Nicholson-Warn then left the meeting

197 Vacancy for Volunteers Representatives

The Deputy Clerk reported that, despite advertising the fact, a vacancy for a Volunteers' Representative remained. The position was noted.

198 General Maintenance of the Brockridge Centre

a Weeds

The Deputy Clerk reported the receipt of a quotation of £25 from JR Williams Tree Care for weed killer treatment around the Brockridge Centre.

RESOLVED TO RECOMMEND:

That the quotation be accepted

b Servicing Schedule review

The Deputy Clerk reported that the contract for the alarm system was due for renewal in December.

RESOLVED TO RECOMMEND:

That the contract with Advanced Security Systems, in the sum of £651pa, be renewed with the proviso that any variance from this sum be reported to the Council

c Outside Lights

The Deputy Clerk reported that an electrician had fixed the switch which operates the above lights on 28 September, at a cost of £25. The report was noted.

d Brockeridge Centre Risk Assessment Review.

The Committee were reminded that the above assessment was due for review. Mr Millard indicated that he was willing to undertake this work, with the assistance of the admin assistant, in November.

RESOLVED:

That the Council's best thanks be extended to Mr Millard for his positive action.

e Café and Hall flooring

The Committee were advised of the Caretaker's concerns at the scuffed and unsightly condition of the flooring in the above locations. Members inspected the café and hall, and agreed that remedial work was desirable.

RESOLVED:

That the Deputy Clerk be requested to contact the contractor who last treated the floor for advice, with a view to carrying out the work during the current financial year, funded from the underspent Maintenance and Equipment budget.

f Room hire

At the request of Cllr Thomson, the Committee considered the pros and cons of discriminating between different types of commercial users who hire the Centre from time to time.

RESOLVED:

That officers be requested to consult with the Chairman of the Brockeridge Committee if in any doubt as to the appropriateness of accepting a particular application for room hire.

199 Frampton Cotterell Over 50s Computer Group Report.

Mrs Strickland reported that the Computer Group was thriving, with 46 attendees each week, supported by 21 volunteers, and a waiting list of 21. The Group were also fortunate in having the services of the admin assistant and others to provide refreshments. The Committee were pleased to note the success of the group, both generally and in respect of recruiting volunteers from students who have completed their course. Members heard that, subject to the Council's agreement, the Group wished to offer an extra class to meet the current demand.

RESOLVED:

That the Over 50s Group provide further information regarding the extra capacity they seek for consideration at a future meeting.

200 Neighbourhood Issues

A neighbour of the Brockeridge Centre had requested that the Committee establish the ownership of boundary hedge at the back of the conservation area, and the grass verge at the corner of Lower Chapel Lane and Woodend Road. Further information from SGC had been requested. The position was noted.

RESOLVED:

That in the event of the land in question being owned by SGC, the Deputy Clerk be requested to ask Streetcare to carry out the maintenance works for which it is responsible.

201 Brockeridge Budget for 2009/2010

The Committee considered the Brockeridge budget for 2010/11.

RESOLVED:

That the near neighbours be contacted to seek their views on the desirability of a final cut this year of the high hedge to the rear of the Centre.

RESOLVED TO RECOMMEND:

That the following variations be made to the budget for 2010/11:

- 4000 - The responsibility for salaries be transferred to the Staffing Committee
- 4025 – Retain at £2000
- 4115 – Rename as Grass/hedgecutting with provision of £700
- 4120 – Add 3% [£142.50] to current year's provision of £4750
- 4121 – Retain at £400
- 4122 – Increase from £400 to £500
- 4210 – Reduce from £4000 to £3500
- 4215 – Delete
- 4216 – Delete, provision made within 4210
- 4217 – Delete
- 4220,4230,4231,4232,4250 – Retain at existing levels

- 4260 – Delete
- New – Add Youth Group consumables with provision of £1000
- 1050,1051,1052,1054 (Income codes) – Retain existing estimates

202 Brockeridge Christmas Party

The Deputy Clerk sought the Committee's views on what arrangements should be made for this year's Christmas party for volunteers. Mrs Strickland indicated that the Over 50s group were willing to contribute £100 towards the costs of refreshments.

RESOLVED TO RECOMMEND:

- That the party be held on Wednesday 9 December commencing at 7.30pm
- That the Council be asked to determine its financial support for the event

203 Any other Business/Items for Future Consideration

The Deputy Clerk reported the receipt of a thank-you letter from Jean Bradbeer, who had organised the coffee morning for Macmillan held on 25 September; £332 had been raised. The letter was noted.

204 Date of Next Meeting

MONDAY 9TH NOVEMBER 2009