

**Minutes of the Brockridge Committee  
of Frampton Cotterell Parish Council  
18<sup>th</sup> January 2006**

**Held at The Brockridge Centre, Woodend Road, Frampton Cotterell**

**Present:** Mr T Clothier (Chairman), Mr D Broome, Mr N Hodges, Mr G Keel and Mr R King (*Parish Councillors*); Mr C Thomas (*Near Neighbours*); Mrs M Harroway (*Voluntary Helpers*); Mr D Kelman (*User Groups*);

**Also Present:** Mr A Wilkes (*Leader-in-Charge*) (part)

**Apologies:** Mr G Hayter, Mr D Hockey and Mr D Manfield (*Parish Councillors*);

**231 Declarations of Interest under the Local Government Act 1972**

- Mr Millard is a Governor of Brockridge Infants School

**232 Confirmation of Minutes**

Following a proposal by Mr Thomas, seconded by Cllr Broome it was:

**RESOLVED:**

That the minutes of the Brockridge Committee of 21<sup>st</sup> December 2005 be confirmed and signed.

**233 Youth Group Report**

Mr Wilkes presented a report (*attached*) and thanked the committee for its support in 2005.

*a Other Users in the Centre on Youth Group Nights*

Following a proposition from Cllr King, seconded by Mr Millard it was:

**RESOLVED:**

- Not to accept any bookings for Youth Group (Tuesday and Thursday) evenings, or to extend the existing bookings beyond their current end dates until further notice.
- To ask Mr Wilkes to monitor the situation and report back.

*b Removal of Pool Table*

Following a proposition from Mr Kelman, seconded by Mr Millard it was:

**RESOLVED:**

- To accept the offer of £50 from BB Billiards to remove the table.

*c Brockridge Open Day and Newsletter*

Mr Wilkes reported that these had been very successful.

Following a proposition from Cllr Broome, seconded by Mr Kelman it was:

**RESOLVED TO RECOMMEND TO THE STAFFING COMMITTEE:**

- To thank Mrs Allan for her hard work in making the day a success
- In view of the fact that Mrs Allan had had to work outside of her normal working times in order to bring the Open Day about, that she should be paid an additional 20 hours salary.

*d Mr Wilkes' Contribution to the Open Day*

- It was noted that Mr Wilkes had put in a lot of extra time to help to make the Open Day a success, and the committee thanked him for doing a marvellous job.

*Mr Wilkes left the meeting.*

**234 Neighbourhood Issues**

Mr Thomas was concerned at the way cars had been parked near the Centre on Monday 16<sup>th</sup> January 2006. Cars had been parked legally, but not considerately.

- The clerk explained that the problem had been noted and that those involved had been asked not to park in that way again, and that the situation would be monitored.

- Mr Thomas would continue to monitor the situation.

### 235 IT Report

*Mr Kelman reported* that since the IT courses at Yate and Winterbourne libraries was coming to an end, demand for Brockeridge IT courses was growing. There were currently twenty-six on the waiting list and a meeting was being held on 23<sup>rd</sup> January 2006 to reorganise the current courses and try to arrange an extra course.

*Cllr Broome reported* that sales of refurbished retired computers and monitors had to date raised over £300 which was being used to purchase a new computer to keep the IT Suite as up to date as possible.

The IT Suite was being hired by an external group on 25<sup>th</sup> January 2006.

### 236 Removal of the Wall between the Café and Youth Room

Following a proposition from Mr Millard, seconded by Cllr Clothier it was:

#### **RESOLVED TO RECOMMEND:**

That the flooring should be made good, instead of replaced at this point and the monies available within the budget for replacing the flooring be put towards the provision of extra storage.

### 237 Extra Mugs

#### **RESOLVED :**

- To purchase additional mugs as required.

### 238 Kitchen Cleaning

#### **RESOLVED to request that the Staffing Committee:**

- Compiles a Job Description and sets a rate of pay for the prospective Kitchen Cleaner
- Considers if there is a need for the Kitchen Cleaner to be available to clean at the Pavilion and the impact if any this might have on the Caretaker/Groundsman's job.

#### **RESOLVED:**

- In the interim to find a contractor to clean the Brockeridge Kitchen.

### 239 Boiler

It was reported that this had been serviced and had been found to be in very good condition. This was noted.

### 240 Provision of Blinds

A quotation had been received from the company which had recently installed the blinds in the office extension. The quotation was comparable with the previous blinds that had been fitted and this had been the only company which had been able to exactly match the existing blinds.

Following a proposition from Mr Millard, seconded by Cllr Broome it was:

#### **RESOLVED TO RECOMMEND:**

- To purchase 8 x roller and 3 x vertical blinds at a cost of £504.68, including fitting.

### 241 Possible Booking for French Classes

As a result of the Open Day, a booking had been requested for Wednesday evenings. However, it had not yet been decided which night the Parish Council may use the Centre.

#### **RESOLVED:**

Not to accept any regular bookings for the Centre for evenings until the Parish Council has resolved this on 14<sup>th</sup> February 2006.

### 242 Date of Next Meeting

**WEDNESDAY 22<sup>ND</sup> FEBRUARY 2006 AT 7:30 PM AT THE BROCKERIDGE CENTRE**

*Please note change of week.*