

**Minutes of the Brockeridge Committee
of Frampton Cotterell Parish Council
2nd November 2005**

Held at The Brockeridge Centre, Woodend Road, Frampton Cotterell

Present: Mr T Clothier (Chairman), Mr D Broome, Mr R King (part) and Mr D Manfield (*Parish Councillors*); Mr A Wilkes (*Leader-in-Charge*) (part); Mr C Thomas (*Near Neighbours*)

Also Present: Mrs J Allan (*Administrative Assistant*)

Apologies: Mr G Hayter, Mr D Hockey (*Parish Councillors*) and Mr R Millard (*Brockeridge Infants School*)

The Chairman welcomed Mrs Allan to the meeting

194 Declarations of Interest under the Local Government Act 1972

- None was made

195 Confirmation of Minutes

RESOLVED:

That the minutes of the Brockeridge Committee of 14th September 2005 be confirmed and signed.

196 Youth Group Report

Mr Wilkes presented a report (*attached*)

He also reported that:

- He had received certification for the Duke of Edinburgh's (D of E) award which he would display in the Youth Room.
- There was a possibility that there may be a volunteer from UWE to help with the Youth Group as a part of her D of E Gold Award.

Mr Wilkes had requested the provision of a mobile 'phone.

RESOLVED to recommend:

- That two mobile 'phones should be obtained, one for the Youth group and one for the Office. (Mr Thomas offered a 'phone which would need a sim card inserted)

The committee thanked Mr Wilkes for his work so far and his comprehensive report.

197 Five Year Plan

Various options had been suggested and were discussed.

RESOLVED to recommend:

- To Seek Guidance from Parishioners

Cllr Clothier and the Clerk liaise to compile a flyer to be delivered with the next Newsletter, to ask parishioners how they would like to see the Centre used, and to invite them to an event to be held to further this.

198 Consideration of Removal of the Wall between the Café and Youth Room

It was agreed that before any decisions could be made an idea of cost would be needed.

- Cllr Clothier agreed to write a specification and seek quotations for the work.

Mr Wilkes pointed out that the removal of the wall could lead to a loss of identifiable space for the youth group and it was agreed that this also needed to be taken into consideration before any decision are made.

199 Phase I To remove the wall between the Café and Youth Room

- Be undertaken with the monies left in this year's budget and that a sum be placed into next year's budget for the balance. This would enable the works to be undertaken during the Easter holidays 2006.

- The needs of the Youth Group to be taken into account during this work and provision would need to be made for the display of youth group materials and leaflets.
- The quotations should include curtains/blinds for the windows in the Café/Youth Room.

Phase II Provision of Extra Storage

- To look into this further and see where extra storage could be gained without compromising any of the original design features of the building

200 Draft Budget for 2006/2007

RESOLVED: That the following expenditure budget be recommended to the Finance Committee by this Committee:

Expenditure

Staff Costs		18,000
Insurance		2,500
Rates	National Non-Domestic	5,000
	Water	150
	Sewage	150
Heating and Lighting		1,500
Redcare Alarms		300
Equipment	Purchase/Renewal	2,500
	Centre Development	2,500
	IT	1,500
Maintenance	inc consumables	4,500
	Landscaping	700
Loan Repayment		13,580
Café		500
Total		53,380

Income

Grants	Youth Worker	3,000
Centre Income	Art Club	50
	Café Takings	300
	Coffee Morning Proceeds	100
	Computer Courses	2,000
	Room Hire	800

Total: 6,250

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

RESOLVED to recommend:

- That any income from the Youth Group be shared 50:50 with The Parish Council to cover cleaning costs etc as previously.
- That the Leader-in-Charge be given a float of £50 for day-to-day costs.

201 Neighbourhood Issues

Mr Thomas requested a list of telephone contacts for use in the event of an emergency or problem with the building.

- Clerk to organise this.

202 Committee Terms of Reference (attached)

RESOLVED to recommend:

- That item 4(i) be deleted.

203 Cleaning of Roof Lights and Upper Windows

RESOLVED to recommend:

- That this be carried out twice a year at a cost of £45 each time.

204 IT Report

- Cllr Broome reported that all was going well.

205 Date of Next Meeting

WEDNESDAY 25TH NOVEMBER AT 7:30 PM AT THE BROCKERIDGE CENTRE