

**Minutes of the Watchet Community Centre Management Committee
held on Wednesday 9 December 2020 at 6.30pm**

Present: Cllr Campbell (Chair), Cllr Irven, Cllr Westcott, and Cllr Whetlor

In attendance: Jo Grellier, Committee Clerk

- 20/75D **To receive Apologies for Absence:** Cllr Campbell as Chair proposed ***'that apologies given by Cllr Bowden, Cllr Johnson, and Cllr Murphy are accepted'***. Seconded by Cllr Whetlor. Carried
- 20/76D **To receive any Declaration of Interests:** Cllr Westcott declared a personal interest in item 20/77D (i-iv) as his son is part of Watchet Strives and Minehead Eye. Cllr Westcott remained in the meeting and took part in the discussion and voting.
- 20/77D **Youth Provision**
- (i) Watchet Strives Graffiti project – (appendix 1);
A verbal report was given by the Committee Clerk on the progress of the project. The design was discussed. Cllr Irven proposed ***'to approve the design in principle with the removal of the skateboard as this could portray that wheeled activities on the MUGA are permitted, and delegation is given to the Committee clerk to approve the final design'***. Seconded by Cllr Whetlor. Carried.
The use of the Community Centre toilet facilities is required for the youth provision activities. A Risk Assessment Method statement was tabled at the meeting. Cllr Irven as designated Health & Safety Officer proposed ***'the method statement is accepted and approved, and request that a Covid Risk Assessment is submitted to the T&L Committee for the use of the MUGA'***. Seconded by Cllr Campbell. Carried.
- (ii) Update report of Youth club activities during pandemic – (appendix 2);
Members noted the report.
- (iii) SLA meeting with Minehead Eye – Notes from meeting and amended 2020/21 Service Level Agreement - (appendix 3);
A Verbal report was provided by the Committee clerk on the SLA meeting and amended SLA. Members noted the addition of an appendix to the SLA to incorporate the Safe & welcoming aspect of the youth provision, and Cllr Whetlor contact details added to the point of contacts as the Youth provision representative.
- (iv) To note payment of amended Youth provision invoice – (appendix 4);
Members noted the payment of the amended youth provision invoice.
- (v) Young Somerset Youth Services – Verbal update report from Cllr Whetlor – (appendix 5); A verbal report was provided by Cllr Whetlor, the main points raised were:
- Cllr Whetlor met with Young Somerset at the Old Mill site to discuss the idea of using the area for youth projects. In early consulting stages, lots of work required on site.
 - Zoom meeting arranged for 14 December 2020 with Members of Young Somerset, Minehead EYE, Cllr Whetlor, as the watchet Town Council Youth Provision representative, and Cllr Campbell, as Chair of WCC management Committee, and the WCC Committee clerk. The meeting has been arranged so all members can come together and discuss ways of moving forward together to help provide the best services for the youth without any overlap. An update report will be given at the next meeting.

Questions from members: Cllr Westcott commented ***'pleased Young Somerset are providing additional youth services for Watchet, and as long as no financial cost'***



to Watchet Town Council, happy to support. Do you know about their plans for funding?'

Cllr Whetlor responded: **'funding currently through Somerset Community Foundation. Confirmation given that financial support not required from Watchet Town Council'**.

20/78D

Precept 2021-22:

(i) To recommend the Committee budget for inclusion in the 2021-22 Precept – *updated budget report was circulated to members prior to the meeting for consideration*

The Committee Clerk read out the following report from the RFO:

Please see the operational costs of the Community Centre for 2020-21. The operational costs for this period are £9,714.59 (-40% from 2019-20) and the income is £2,166.61 (-73% from 2019-20). The decreases in both operational costs and income received are due to the building being closed since the first COVID 19 lockdown in March 2020. Additional costs for provisions for COVID 19 practices have been allocated from the COVID 19 reserves and not this Committee's budget. It has been established in previous budget reports that the Youth provision costs are £10,000 per annum and the building can be operated efficiently per year within a budget of £5,000. It is hoped that the building will be back running to a better capacity by April 2021, so with this in mind, the RFO is making the following recommendation to the Committee as follows:

RECOMMENDATION

It has been established in recent years that the community centre is sustainable within a budget of £10,000 for youth provision and £5,000 for operating costs, together with a healthy income. The COVID 19 pandemic has affected the figures relating to all these areas which are reflected in the financial reports for 2020-21 presented to the Committee. It is hoped that youth provision and the use of the building will be back to full capacity by 2021-22 therefore the RFO recommends a budget of £15,000 to be included in the 2021-22 precept, to cover all eventualities that may occur.

Cllr Whetlor thanked the RFO for all her hard work under difficult circumstances due to Covid and proceeded to propose **'members accept the recommendation of the RFO'**. Seconded by Cllr Westcott. Carried.

20/79D

Verbal update report from the Committee Clerk on any outstanding matters:

The Committee clerk presented the following verbal report:

- Reports of damage to drainpipe attached to ladies toilet extractor fan – looks like vandalism ground staff are hoping to fix without additional costs.
- Chased civil engineer to confirm date for tarmac works to begin on the WCC carpark entrance
- The ground staff have informed me that now they are entering quieter schedules they will be able to conduct any maintenance required to the Centre. I will be researching the replacement curtain pole costs as reported at the start of 2020 that the curtains have been pulled from the trackers and damaged. The ground staff feel putting up two 4.5m poles would be a suitable replacement.

20/80D

Matters to report for the next meeting:

- New curtain poles research/costings
- Update on car park entrance tarmac works
- Opening of Centre if restrictions change
- Anti-climb paint for WCC research/costings
- Update report following Youth Somerset meeting

Next meeting to be via Zoom on 13 January 2020 at 6.30pm

The meeting closed at 7.26pm.

Signed:


Dated: 12/1/21.....