

**Minutes of the Watchet Community Centre Management Committee
held on Thursday 21 October 2021 at 5.30pm**

Present: Cllr Brake (Chair), Cllr Campbell, Cllr Iven, Cllr Johnson, Cllr Murphy, and Cllr Westcott

In attendance: Jo Grellier, Committee Clerk

- 21/42D **To receive Apologies for Absence** (LGA 1972, section 85 (1))
Cllr Brake, as Chair, proposed that **'apologies given by Cllr Corlett-Shaw, and Cllr Whetlor are approved'**. Seconded by Cllr Murphy. Carried.
- 21/43D **To receive any Declaration of Interests** under Watchet Town Council's Code of Conduct (adopted on 9 July 2012) issued in accordance with the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 Si No: 146.
- Cllr Westcott declared a personal interest in item 21/45D as his son is associated with the Youth Provision. Cllr Westcott remained in the meeting and took part in the discussion and voting.
- 21/44D **WCC Car park:**
(i) **HPC Bike rack funding opportunity – Appendix 1 issued to members prior to meeting.**
We were successful in our bid for 4 x bike stands from the HPC/Free Cycle funding grant. The stands have been delivered and we should expect them to be installed free of charge as part of the incentive within the next 2/3 weeks. *Appendix 1* shows the preferred location advised by our ground staff following the standard distance guidance provided by the funders.
- (ii) **Devon & Somerset Air Ambulance clothing/textile bank**
The order has been placed for the new Devon & Somerset Air Ambulance Textile bank. We have been advised that delivery of the bank will be 4 weeks so we should expect this to be in place in the next 2 weeks.
- 21/45D **Youth Provision Service Level Agreement:**
(i) **Quarterly SLA meeting notes** – report from Committee clerk - **appendix 2 issued to members prior to meeting**
Members noted the report.
- (ii) **SLA contract 2021-2022 signoff - appendix 3 issued to members prior to meeting.**
Cllr Brake proposed that **'the SLA contract for 2021-2022 is signed off'**. Seconded by Cllr Johnson. Carried.
- 21/46D **WCC - Roof concerns**
(i) **Removal of outside store roller door unit and long-term solution for flat roof Health & Safety and maintenance concerns** – report from Committee clerk - **appendix 4 issued to members prior to meeting.**
Following the report from the Committee clerk a long discussing ensued where Cllr Johnson proposed that **'Approval is given for the ground staff to remove the unused metal roller door unit to the outside store as soon as possible as an initial deterrent to stop people climbing on to the roof'**. Seconded by Cllr Westcott. Carried.
- Cllr Murphy further proposed that **'The Committee Clerk is given delegation to contact building/roofing companies to meet onsite with the Ground staff to inspect the roof and obtain their expert opinion on the roof and offer solutions and quotations for works to be carried out to fix the issues long term. A full report based on the expert suggestions and quotations to be provided at a later WCC Management Committee meeting'**. Seconded by Cllr Johnson. Carried.
- (ii) **Health & Safety disclaimer signage** – approval of quote and design from sign company

- **appendix 5** issued to members prior to the meeting.

Following a discussion on the wording of the Health & Safety disclaimer signage. Cllr Westcott proposed that '**delegation is given to the Committee clerk to order 3 x A4 signs with the support of the Health & Safety Designated Officer on the correct wording to ensure trespassing information is included**'. Seconded by Cllr Campbell. Carried.

21/41D

Verbal update report from the Committee Clerk on any outstanding matters

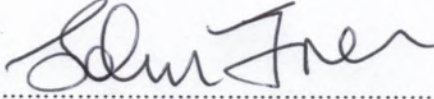
- Covered area for youth/MUGA spectators – works are due to start end next week

21/42D

Matters to report for the next meeting:

- WCC roof concerns
- Liaise with Committee Clerk

Meeting closed at 5.53pm

Signed: 

Dated: 