



Minutes of the meeting of some members of the Premises Committee of Loughton & Great Holm Parish Council held on Monday 10/02/20 at 8.00pm at the Community Centre, 87 Kensington Drive, Great Holm MK8 9AY.

Councillors present: Councillors Nolan (in the Chair), Altieri-Douglas.

Staff present: Philip Compton (Parish Clerk)

Members of the public present: 0

PRC21/20 Apologies: Apologies for absence had been received from Cllrs Howe, Nayee, and Todd.

It was noted there were **not sufficient Councillors present to form a quorum**, but that the meeting would happen and agenda items would be discussed and tentative actions set forth, which could be ratified at the next Full Council meeting on 17 February 2020.

PRC22/20 Minutes of the previous meeting: These could not be approved.

PRC23/20 Matters Arising: The development and marketing of the café was discussed. Also Councillors noted the postbox outside the Community Centre, which was in use.

Action: the Clerk agreed to organise a meeting with the tenant, himself and Cllr Nolan to discuss marketing and signposts around the café. At that meeting also, it was agreed disabled access would be discussed. Councillors noted disabled access was on the agenda for discussion at the next Full Parish Council meeting on 17 February. Cllr Nolan recalled that it was an action to consider artwork within the café. It was noted it had been agreed to request the removal of the 'no ball games' signs on the outside of the café.

PRC24/20 Declarations of interest: There were none.

Loughton Pavilion and Sports Ground

FC25/20 Tenant update: The Clerk reported on the Grumpy Cook café, and Councillors noted the good location of the premises, and the potential for events. Councillors noted however, that rent was in arrears, but that it was set fairly high for a start-up business.

Actions: Item PRC23/20 refers.

PRC26/20 Use of land next to the Pavilion: Discussion focussed on this area, however the tenant was not present to express his ideas. Councillors considered an allotment, which had been posited, a good idea.

Great Holm Community Centre

PRC27/20 Lettings Update: The Clerk informed Councillors of the current lettings arrangements; that the Great Holm Pre School were tenants during term time, until 3:15pm, and that there were evening hall hirers on Wednesdays (Open Circle), Thursdays (Shiyama Dance Group), Sunday mornings (Yoga with Pазzy) and Sunday afternoons (Mustapha's

Youth Group). The Brownies had stopped using the Community Centre on Tuesday evenings, and the Clerk had organised a swift replacement, a Yoga group. Rent from the Brownies was outstanding, but unlikely to be retrievable. The Clerk would inform further at the next Full Council meeting. Councillors commented that holiday time daytime and Saturday afternoons and evenings were the new focus, for hall-hire. Wi-fi access was discussed, Councillors noting the Pre-school currently had wi-fi, but did not share it on account of security and Safeguarding of the children. Councillors noted the Community Centre was likely run at cost to the Council, but considered the potential merits of being able to offer Wi-fi.

Action: As requested, the Clerk agreed to enquire into protocol for Parish Councils writing off bad debt. Cllr Altieri Douglas agreed to provide contact details of a Wi-fi provider.

PRC28/20 Domestique Cleaning Arrangement: Papers were noted, and the £3.95/hour of cleaner time that was paid to the agency was discussed. The Clerk informed Councillors that regarding the agency fee of £3.95/hour, the Parish Council could claim 20% back as VAT, thereby effectively reducing the cost to £3.00/hour per cleaner hour worked. Councillors noted cleaner time and associated agency payment during school holidays was unwarranted.

Allotments

PRC29/20: Management System Update: After communications between the Clerk and allotment holders, it became apparent an election for a site agent had not happened since 2015. The Clerk updated Councillors: an election was in process, two nominations had been received, and ballots were being received. The deadline was Friday 14 February, and the Clerk agreed to notify Councillors of the result of the election at the next Full Council meeting.

Date and time of Next Meeting: Monday 30/03/20 at 8.00pm at the Community Centre, 87 Kensington Drive, Great Holm MK8 9AY

The Meeting was declared closed at 9:45pm.