



## **Gnosall Parish Council**

**(including the wards of Moreton & Knightley).**

### **Draft Minutes of the meeting of the Grosvenor Centre Committee**

**held on 4<sup>th</sup> May 2022 at 19:30 hours in the Grosvenor Centre.**

#### **Present.**

Councillor Emsley (Chair), Councillor Gregory, Councillor Mills, and Councillor Payne, together with the Council Support officer, Stu Ridgewell.

#### **Public Open Forum - 5 minutes maximum.**

No members of the public were present.

#### **1. Receive Apologies and Record Absences.**

Apologies were received from Councillor Simkin, Councillor Holmes, and Councillor Powell.

#### **2. To record any declarations of interest.**

Councillor Emsley declared an interest in relation to Rosebuds Nursery.

#### **3. To receive and confirm the minutes of the meeting held on 11<sup>th</sup> January 2022.**

The minutes were unanimously approved as a true and accurate record.

With regard to page 3, Item 6, Councillor Emsley informed the Committee that a meeting with Rosebuds had yet to take place.

#### **4. To consider quotes for the refurbishment of the Main Hall wooden floor.**

Following consideration, it was unanimously decided that Floor Restore quote for the full sand and durable seal be accepted, provided that any revised quote, given the passage of time, was not massively different.

**Action:** CSO to contact Floor Restore to establish if their quote would be revised and, if so, to what amount.

#### **5. To consider a quote for the regular inspection and servicing of the fire alarm.**

Following consideration, it was unanimously decided that a full inspection of the fire alarm system be carried out every six months by ABC Fire & Security Limited, with the emergency lighting being turned on two hours prior to the engineer's visit.

**Action:** CSO to familiarise himself and other staff with the method for activating the emergency lights.

## **6. To receive an update on maintenance of the Grosvenor Centre.**

Councillor Emsley informed the Committee that the maintenance work on the flat roof and the entrance hall floor had now been completed. There was some additional work, Councillor Emsley said, that would be completed soon of some cracked tiles and the mat at the entrance door.

## **7. To receive an update on Health & Safety matters.**

Councillor Gregory updated the Committee on the latest inspection conducted by Councillor Alker and herself.

**Action:** CSO to liaise with the Caretaker regarding regular testing of the fire alarm and completion of the test record.

## **8. To consider appointing a gardener to maintain Grosvenor Centre borders.**

It was unanimously decided that quotes be sought from local gardening contractors for the tidying of the borders and the covering of them with suitable aggregate to ensure they involve much less maintenance.

**Actions:** i) Councillors Mills & Payne to forward details to the CSO of local gardening contractors, for quotes to be obtained. ii) Councillor Gregory to complete an outline specification.

## **9. To consider revision of hire charges.**

Following consideration, it was unanimously decided to recommend to full council an increase of the Security Deposit to £100. Before a decision could be made regarding the other hire charges, the Committee decided to explore what other, local facilities charge for hire.

**Action:** Councillor's Gregory, Mills and Payne to ascertain charges for the Cosy Hall in Newport, the Memorial Village Hall, the Moreton Millennium Centre and the Gnosall Methodist Hall.

## **10. To consider the creation of a sinking fund for the Grosvenor Centre.**

It was agreed, in principle, that the fund be created from a percentage of the Grosvenor Centre's income every six-months. The exact figure would be proposed, once an average of two years income (pre-pandemic years 2017/18 & 2018/19) had been determined.

## **11. To consider a request from the DPS to accommodate a permanent bar in the old 'Police' room within the Grosvenor Centre.**

Following consideration, it was unanimously decided that the requested alteration of the old police room should not be progressed at this time, although the Committee thought the idea was interesting. Should the DPS submit accurate drawing and costings, the Committee agreed that the request would be reconsidered.

**Action:** CSO to advise the DPS of the decision.

## **12. To agree the date and time of the next meeting.**

5<sup>th</sup> July 2022 was agreed as the date of the next meeting.

The meeting was closed by the Chair at 21:04 hours.