



Gnosall Parish Council
(including the wards of Moreton & Knightley).

Draft Minutes of the meeting of the Grosvenor Centre Committee
held on 11th January 2022 at 7.30pm in the Grosvenor Centre

Present

Councillor Emsley (Chair), Councillor Holmes, Councillor Gregory, Councillor Mills, Councillor Simkin and the Clerk

Public Open Forum - 5 minutes maximum.

No members of the public were present.

1. Receive Apologies and Record Absences.

Apologies were received from Cllr Payne and Cllr Powel.

3. To Record any Declarations of Interest.

Councillor Simkin declared an interest as a close relative is employed to work at the Grosvenor Centre.

Councillor Emsley declared an interest as a close relative employed at Rosebuds Nursery.

4. To Receive and Confirm the Minutes of the Meeting held on 19th October 2021

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

5. To Consider any Matters Arising not Elsewhere on the Agenda.

The Chair raised concerns about the state of the flat roof and despite efforts to find a contractor to inspect, calls made and meetings arranged and come to no avail. Details of other contractors were shared and they would be contacted accordingly.

The leak in the men's toilets had been fixed at a cost of £265.

5. Grosvenor Centre Maintenance

a) To receive an update on the automated heating control system

A meeting had been held earlier in the day to discuss issues with the recently installed heating control system. A fault had been identified within the power supply leading to the failure of the system and the heating not being on as scheduled. The problem was easy to rectify. The system would also be altered to ensure the heating is on 30 minutes prior to a scheduled meeting. It was agreed to monitor the system for a period of one month.

b) To receive an update on problems with heating water and the Burco water heater

One of the Burco water heaters (located in the small kitchen) had failed and had been replaced with the one from the large kitchen which is used less frequently. The Handyman had confirmed to the Clerk that he has found the fault and had repaired it. This was welcomed however it was agreed that should the heater break down again, a new one is purchased straight away.

The large boiler located in the small kitchen that heats the water for both kitchens had been working intermittently. It was acknowledged that the boiler is old and is probably malfunctioning because of its age. It was agreed to obtain a quotation to replace this and also a quotation to replace and link to a heating system that heats both the water in the kitchens and in all bathrooms. In the meantime, Cllr Mills would research if there was any environmental funding for boiler replacements.

c) To agree maintenance to the floor:

Damage to floor in foyer - A contractor had carried out a visual inspection and advised that the area that had lifted is probably not the entire area that needs repair. Until tiles are lifted, the extent of the problem is unclear. It was noted that the problem also runs into the men's toilet area as tiles had started to lift. It was agreed that this job is a priority and when an estimate is received from the contractor, the remaining funds in the maintenance budget would be reviewed with a view to carrying out the repairs as soon as possible.

Main hall floor - It was agreed that the floor in the main hall requires sanding and revarnishing. The Clerk to obtain quotations.

d) To agree maintenance to broken blinds & ceiling tiles

Trailing cords and broken slats need replacing to adhere to health and safety requirements. Cllr Gregory offered to measure and obtain prices to replace materials required. Cost to be met from the maintenance budget.

It was agreed to replace all broken ceiling tiles and Perspex light coverings that had cracked. The Clerk to source a supplier and order what is necessary. Cost to be met from the maintenance budget.

e) To discuss other matters identified during the most recent inspection

There were a number of other jobs identified following a recent inspection and Risk Assessment of the Centre. The report would be updated by Cllr Gregory and reissued.

It was noted that the air conditioning filter in Rosebuds Nursery had been broken for some time and would need a qualified electrician to replace it. The Clerk to arrange for an electrician to inspect and determine what is needed.

The cost of planned maintenance and unexpected repairs was discussed, and it was suggested that a sinking fund could be created whereby a proportion of income received from hiring the Grosvenor Centre could be set aside each year to accumulate and used to cover any unexpected expenses. This to be shared with Resources Committee to consider.

6. To carry out the annual review of the Terms of Reference

Subject to one minor amendment, the Terms of Reference was approved.

7. To agree the date and time of the next meeting

5th April 2022 unless another meeting is needed beforehand

To exclude any members of the press and public whilst confidential matters are discussed

8. To receive an update on Rosebuds Nursery

A brief verbal report was received. The lease had been signed by both parties and delivered to the council's solicitor. Matters are progressing smoothly and a review meeting with the new owners would be held in February.