

HEATHFIELD AND WALDRON PARISH COUNCIL
COMMUNITY AND BUSINESS DEVELOPMENT COMMITTEE
11 OCTOBER 2016 AT 7.51 PM
PARISH COUNCIL MEETING ROOM

PRESENT, Cllr Clark, Cllr Holmwood, Cllr Hough, Cllr Kift, Cllr Ridley (Chairman) and Cllr M. Robinson

The Assistant Clerk was in attendance.

36/16 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllrs. Coffey and South and from the Clerk.

37/16 **DISCLOSURES OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT**

Cllr Holmwood declared a personal interest in the Volunteer Centre.

38/16 **MINUTES**

RESOLVED: the Minutes of the meeting held on 11 July 2016, having been previously circulated, be confirmed and signed by the Chairman as a correct record.

39/16 **MATTERS ARISING**

Cllr Kift advised that she had spoken to the landlord and the application to register the Cross in Hand public house as an Asset of Community Value had been completed and lodged.

The date of the Visioning Exercise was confirmed as 22nd October 2016.

40/16 **COMMUNITY HUB**

A report had been sent to Councillors prior to the meeting. An informal quote had been received for the office partition work. Concern was expressed that draughts from outside would have a detrimental effect on staff in the office. It was agreed for *Cllr. Holmwood to put an article on Facebook in order to obtain a further quote.* **JH**

A discussion was held on the possible expansion of the office and how volunteer posts and available volunteers could be advertised.

The Assistant Clerk had obtained a quote for a coffee machine, the committee felt that the cost was too high and it was suggested that it would be more useful for a machine to be connected to the water system and to provide hot and cold water for drinks.

The mobile display unit has been purchased.

Cllr Woolley joined the meeting at 7:46pm.

41/16 **BUDGETARY CONTROL REPORT AS AT 31 AUGUST 2016**

The budgetary control report was duly noted and approved.

42/16 **TO CONSIDER EXPENDITURE FOR 2017/18**

The Chair presented the proposed budget for 2017/18, it was agreed for further work to be undertaken on the figures and for possibly another meeting to be held regarding the budget.

43/16 **MATTERS RAISED BY MEMBERS PREVIOUSLY NOTIFIED**

There were none.

44/16 **CRIME AND DISORDER ACT 1998 SECTION 27 – TO CONSIDER EFFECTS (IF ANY) ARISING FROM ITEMS ON THE AGENDA**

There were none.

45/16 **RISK MANAGEMENT**

- a) to review risk list – the committee approved the risk list.
- b) to consider effects of matters raised at the meeting – there were none.

46/16 **DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting is due to be held on Tuesday 17 January 2017 at 7.30 pm in the Parish Council Meeting Room.

The Meeting closed at 7.55 p.m.

Signed:
Chairman

Dated: