

HEATHFIELD AND WALDRON PARISH COUNCIL

COMMUNITY AND BUSINESS DEVELOPMENT COMMITTEE

17 FEBRUARY 2016 AT 7.30 PM

PARISH COUNCIL MEETING ROOM

PRESENT, Mrs Clark, Mr Hough, Ms Kift, Mr Ridley (Chairman) and Mr Woolley.

The Clerk was in attendance.

01/16 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Mr Coffey, Mrs Kentish-Barnes, Mr Robinson, Mrs Robinson and Mr South.

02/16 **DISCLOSURES OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT**

There were none.

03/16 **MINUTES**

RESOLVED: the Minutes of the meeting held on 4 November 2015, having been previously circulated, be confirmed and signed by the Chairman as a correct record.

04/16 **MATTERS ARISING**

There were none.

05/16 **COMMUNITY HUB**

Report from Project Co-ordinator

A report from Mr Carden had been circulated to all Members for information.

Progress Report

The Clerk had also circulated a progress report for consideration. Members noted that the Hub would be officially launched at the Annual Parish Assembly on 6th April 2016 with the opening ceremony taking place at the office on 9th April at 10.00 a.m. at which Mr Merriman, MP would cut the ribbon.

The future management of the Hub was discussed and a Management Group should be formed, comprising representatives of the Parish Council and participating groups/volunteer centre. Terms of reference would need to be drawn up and representation agreed at full Council in May.

The future costs of hiring out the meeting room to Hub participants was discussed and it was agreed that from 1 April 2016, the fee should be £5 per hour (or part

thereof) including refreshments. The Committee had agreed to free use until 1 April.

The Clerk explained that the Project Co-ordinator, Mr Carden, was funded until the next project Group meeting on 1 March. It was **RESOLVED** that two further days of his time at £350 per day should be met either from proposed grant funding or from the general budget in 2016/2017.

06/16 **BUDGETARY CONTROL REPORT AS AT 31 DECEMBER 2015**

The Committee noted that the report comprised expenditure against the Awards for All grant of £10,000.

07/16 **ASSET OF COMMUNITY VALUE – CROSS IN HAND PUBLIC HOUSE**

There was no progress to report.

08/16 **MATTERS RAISED BY MEMBERS PREVIOUSLY NOTIFIED**

There were none.

09/16 **VICE-CHAIRMAN**

It was noted that, following Mr Hart's resignation from the Committee, a new Vice-Chairman needed to be elected. The meeting proposed that Mrs Clark should become Vice-Chairman – to be ratified at the next meeting.

10/16 **CRIME AND DISORDER ACT 1998 SECTION 27 – TO CONSIDER EFFECTS (IF ANY) ARISING FROM ITEMS ON THE AGENDA**

There were none.

11/16 **RISK MANAGEMENT**

There were considered to be no effects arising from matters discussed at the meeting.

12/16 **DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting will be held in the Parish Council Offices at 7.30 p.m. on Tuesday 17 May 2016 at 7.30 pm

The Meeting closed at 8.45 p.m.

Signed:
Chairman

Dated: