Tangmere Village Centre User Group
DRAFT Minutes of Meeting held Tuesday 12th May 2009

Present:

S Oakley	(Chairman & Cricket Club - TCC)	J Simnett	(Players & Dentist)
S Lane	(Flower Club & WI)	P Norman	(Garden Club)
B Rudkin	(Tuesday Club & Keep Fit)	J Rudkin	(Youth Club & Litter Warden)

1. Apologies for Absence. K Odell (Ballroom); I Martin (Twinning).

2. Minutes of Meeting held 11 March 2009. Accepted.

3. Matters Arising. See para 4. below.

4. Report Village Centre Management Cttee (VCMC) meeting 14 Apr 2009.
Chairman proceeded through draft minutes and notes from Manager, with group discussing each item.

Flood Risk. Design for new soakaway being progressed with architect so comparable quotes can be provided. To be sited N of small changingroom door. Work to minimise damage to football pitch surface. Vertidraining of football pitch will act as interim measure.

Stage Curtains/tracks. Players progressing. Navy Blue colour selected. Deposit to installers required. After installers confirm details, approx 4 – 6 weeks for delivery and fit. Question raised over disposal intentions for existings curtains – could they be sold off?

Security. Security arrangements reviewed by Insurance Company 26 March. Main recommendation was that mortice lock on main front door be used. New lock has been installed and will be in use from 1 July. User Groups will be issued with one key on receipt of a £5 deposit.

Anti Climb Paint. Annual application to do on VC roof , Cycle Stand & Cricket Net (all have been climbed on).

ALL USERS ARE REQUESTED TO CHECK ALL ACCESSES ARE SECURE, internal fire doors shut (particularly SH lobby and Kitchen) **and lighting off** (including Gents and Disabled toilets)**, BEFORE LEAVING.** Please leave facilities as you would like to find them - clean, tidy and tables/chairs cleaned and stacked as per signs!

COMMUNICATIONS BOOK. In kitchen by water boiler/First Aid kit, used to record any accidents/incidents/defects/use of 1st aid kit. Accident forms by incident book in kitchen.

Finance report. As of 14 Apr 09 VC accounts stood at £6595. A deficit of £3300 occurred in FY08/9 (income £19631, expenditure £22935) mainly due to increased building repairs, heating bills and hearing loop. A further deficit of £1000 is expected in FY09/10 due to building repairs. Comments again arose about high and low temperatures in MH & SH, continuous heating of lobby and changing rooms when not in use and inconsistent hot water supply. Is stricter control of timers required or will repairs to heating system rectify problems?

Cleaning. Concern continues to be expressed over cleanliness of tables and floors. Main problem appears to be users not sufficiently cleaning (Saturday Parties?) or removing labels (Auction?) after use. This point is a condition of hire on booking form. UGp reps recommend increased availability of cleaning materials in kitchen to encourage post event cleaning by hirers. Thursday cleaner has left.

Car Park Lamps. VCMC Chairman had replaced (and adjusted angle) defective unit in main CP.

Gable end grouting damaged on N side of Main Hall (MH) (Jan 06). Falling debris hazard. Some loose material removed mid May, however edge tiles support compromised Also grouting under tiles in way of roof channel W side Small Hall (SH) (Mar 08). Quotes continue to be sought.

Child Protection Policies. All User Groups which involve Under 18s in their activities must have an "appropriate protection policy" in place. All such groups shall pass details of their policy and the person charged with its implementation to the bookings clerk. For example, the Cricket Club follows the ECB's "Safe Hands" policy and has a "Club Welfare Officer". Question raised over whether there are any requirements for Over 65 protection policies.

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Cycle Stands. Installation completed May. Installation costs of £700 met from PC reserves.

Changingroom Lobby. Football Club requested to tidy up area where their gear stowed.

5. Village Centre Defects.

Date indicates when defect first raised. UGp Minutes defect list to VC Manager prior to following VCMC mtg.

Lamps u/s: Changing room foyer (Jul 08). Garage floodlight – cover, replace with metal grill? (2006);

Front & MH/SH Doors. New closers required (Nov 07). Quote to be sought.

Kitchen. Telephone - remove J Simnett as contact (Jan 09).

Small Hall. Internal door to main entrance lobby does not fully latch shut (Nov 08).

Ladies Toilets. BR reported possible problem in way of overflow pipe and one toilet.

Defects noted but not for short term action: SH Lobby - **c**rack in wall (Nov 07); Cracked Cttee Room window (May 08); Guttering - leaking joints (Jan 07).

6. Adjoining Grounds Maintenance.

It was agreed at Feb 07 VCMC that items raised in this section of the VCUG meeting would be referred to the PC Environment Cttee. # indicates item discussed at last mtgs of PC and its cttees. A walk round of the Recreation Field was conducted by the Environment Cttee (PC Env) on 19 May, accompanied by the UGp Chairman.

#**Car Parking.** As a result of complaints over late night anti social behaviour in overflow CP, the posts will now be locked up when its not required. Clerk to inform Camera Club and Auction. "No parking in front of Recycling Bins" sign recommended to post on container. Parking being monitored. Main aims are to avoid inconvenience to surgery attendees; prevent parking on Malcolm Rd; full and efficient use of VC Car Park (VCCP). Mainly applies to large Camera Club evening meetings and concurrent Auction/Sport/RAF Halton bookings on Weds .

#Car Park - Tarmac. A number of UGp reps raised issue of tarmacing the CP in order to improve access for elderly/infirm members, to combat competition from more up to date existing/planned Village Halls and reduce parking on Malcolm Rd, among other previously raised advantages. It was noted that the money spent annually on maintaining the Memorial Woodland would have serviced a loan covering a significant part of this projects' cost and been of greater community benefit. Individual UGps to consider sending letters to PC. Env cttee did not consider this project a priority, though agreed work was required in regrading gravel cover.

#Football Wall. Impact on adjacent grass surface (incl football pitch) to be monitored.

#Litter Clearance. Old concrete base of bin in play pen to be removed. Bin to W of Tennis Courts - to be replaced. Continuing problem of Glass on Tennis Court and skate park – District Council contractors remove on occasional basis, PCSO/Community Wardens (CWs)aware.

Paved Paths. # Front entrance and path (Mar 07) noticeable movement of and damage to some slabs – VC Cttee chairman to action. New cycle stand may provide some protection from vehicles

#Play Pen. Further repair work to be undertaken when old bin concrete base removed.

#Land to E of VCCP. Fencing vandalised/breaking up (Jan 06). New hedging whips planted March – additional planting req'd next winter. Old fencing to be removed idc? Picked up on PC Env tour.

#**Recycle Bin Fence.** Repair/replace work to be addressed **(Nov 07).** Picked up on PC Env tour.

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Front path bollard cracked (2007).

Youth Club to complete black/dark green painting their container (2006). Picked up on PC Env tour.

#Football Pitch. Maintenance (2005). Post season grass recovery overall and in goal mouths very good. Posts to replace early Aug. TFC has requested permission to permanently mark pitch corners, however advice to be sought from CDC re method.

#Rec Field Maintenance. Parish Councillor Mr Birkett has been designated as the PC point of contact for this area. Items of note for this area at present include:

Open grass area cutting – contractor currently maintaining req'd standards.

Grass margins (incl bank & VC front) – contractor currently maintaining req'd standards.

Removal of grass cuttings in playpen as per contract – contractor currently complying.

Weedkilling on grass (incl margins) and total kill along CP edges, pathways and tennis courts – contractor to carry out in June.

Removal of tree stumps that pose trip hazards and obstacles for grass cutting contractor's equipment (3 on W border of rec. field (Aug 06), 1 in overflow CP (Mar 08)), numerous at mid E edge (Feb 09) and planting replacement trees. Dead & low branches to remove. Picked up on PC Env tour.

Consider shrubbery on N side of VC to protect building from footballs (now football wall in place), areas in front of seating (particularly Nettleton Ave) turning to mud – renovate or hard surface.

#Tennis Courts. Proposal for dual use of court area (Winter – mini football, Summer – Tennis) – PC looking for grant aid to purchase posts plus poss additional line marking (this could develop into conversion to a full multi use games area, complete with lighting, in part due to the lack of currently available alternative sites in village). Current surface (approx 10 significant holes/weed breaks), perimeter undergrowth and slab maintenance to address (Sep 06).

#Dog Fouling. Continues to be a significant feature of Rec. Field. CWs have been asked for more warning signs. PC and CDC looking into Dog Control Order for Rec field. PC apparently reluctant to take on enforcement responsibilities, though CDC personnel could.

7. Update of Regular User Contacts List. No changes notified.

8. A. O. B. Village Day 18 July. Planning continues. Proceeds to village Youth groups.

9. Group Events and Activities. Consult weekly bookings diary and club notices on VC noticeboards. **WI -** Quiz 19 June. **Village Day** 18 July. **Garden Club –** Heaver Castle visit 6 June, Show 4 July.
Village Website: www.tangmere-online.co.uk UGp articles and updates, by 20th of each month, to: **maltings@bcjwood.fsnet.co.uk** . Bookings Clerk new e-mail: **clerk@tangmere-online.co.uk** . VCUG meeting minutes are found under Village Centre.

10. Representatives for next VCMC Meeting, Tues 9 Jun 09. J Rudkin, S Oakley (tbc), WI (rep tbc). VCMC mtg dates: 11 Aug; 13 Oct; 8 Dec 2009; 9 Feb; 13 Apr 2010.

11. Next meeting: 7:30pm Wednesday 8 July 2009 in Cttee Room, Village Centre.

S J Oakley

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