

Orchard Park Community Council

Minutes of the Resource Committee Meeting held on Wednesday 27th September 2017 at the Community Centre, Central Avenue, Orchard Park, Cambridge, CB4 2EZ.

Present: Councillors: R Nixon (Chair), E Meschini and A Chan

In attendance: S Thompson (Clerk) L Owen (Centre Manager)

QUORUM: 3

RC17/027 To receive and approve apologies for absence

Apologies received from Cllrs. Macaulay, Mason and Jawadwala.

RC17/028 To receive declarations of interest

No declarations of interest made.

RC17/029 Public Participation

There were no members of the public present.

RC17/030 Minutes: To consider the meeting minutes from 26th July 2017.

The Minutes of the meeting held on 26th July 2017 were accepted.

Proposed: Cllr. Chan **Seconded:** Cllr. Nixon **Vote:** Unanimous

RC17/031 Community Centre Update

Members considered the report, including the quotations submitted:

- a) Replacing the double-glazed units to the Aluminium doors and the polycarbonate for the noticeboard (£688)
- b) Bespoke 6mm Bend to main entrance (£1968)

Members agreed, the Clerk to see if the damage caused to the glass at the Centre would be covered by insurance. If not covered, Members agreed to authorise the costs for item (a) above (£688).

Proposed: Cllr. Meschini **Seconded:** Cllr. Chan **Vote:** Unanimous

Centre Manager to consider alternative options for the main entrance (item b) above) and report back at next meeting.

Centre Manager to prepare proposal for consideration in respect of exact requirements for replacement bins and provide fully costed report for consideration at the budget setting meeting. The Centre Manager advised Members that the bin located at the skatepark had been identified as a 'risk' issue; Members agreed the bin should be removed immediately.

RC17/032 Summer Fiesta

Centre Manager to provide a schedule of income and expense as requested by the Chair at last Council meeting. Members agreed meeting should be organised to discuss 2018 event. Wider participation with the Community (working group) to be investigated.

RC17/033 Sports Facility extension

Nothing further to report since last meeting Minutes issued at Council meeting held on 13th September 2017.

RC17/034 Finance:

- i) September payments to-date were noted.
- ii) The BCR report was noted. Cllr. Chan suggested reviewing the card processing transaction charges. Costs associated with the 2016/17 audit were noted (higher this year due to the additional work required).
- iii) Work required following last annual inspection. Members considered the quotations received and agreed to appoint FLP Outdoor Play Solutions to undertake the work at a cost of £5213.30.
Proposed: Cllr. Nixon **Seconded:** Cllr. Meschini **Vote:** Unanimous
- iv) To receive an update on any other financial matters. Members agreed all quotations would, in future, be considered under this particular agenda item.

Members were asked to authorise the repair work required in Iceni and Rosehip Way, as agreed at the Council meeting held on 13th September 2017.

Cllr. Chan remarked the play area surface in Topper Street, also required some immediate repair and asked the Clerk to obtain a quotation.

Members approved the work in Iceni and Rosehip Way to be undertaken at a cost of £5124.00

Proposed: Cllr. Nixon **Seconded:** Cllr. Meschini **Vote:** Unanimous

RC17/035 To Consider Replacement Noticeboard

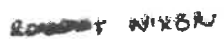
The Clerk confirmed (at the request of the Chairman), investigations had been undertaken to establish a cost for refurbishing the current noticeboard. Costs for refurbishment were only slightly less (approx. £150) than that of a replacement. Cllr. Meschini stated the time being dedicated to this item was disproportionate to the replacement costs. Unless this could be fixed relatively inexpensively, then costs for a replacement must be allocated at the budget review meeting.

RC17/036 Update Policies and Procedures:

This matter was deferred. The Clerk to circulate documents to all Council members for consideration/comment/review:

- RC17/037 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**
Exclusion of the press and the public.
 MOVE: that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting. Members of the public are requested to leave.....
- RC17/038 Staffing resource issues**
 This item recorded in the Confidential Minute book.
- RC17/039 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**
 Re-admittance of the press and public.
MOVE: that the confidential nature of the business having been transacted, the Press and Public be re-admitted to the meeting.
- RC17/040 To Accept Notices & Matters for the next agenda.**
 Please note that no decisions can lawfully be made under this item. LGA 1972 s.12 102)(b) states that business must be specified; therefore the Council cannot lawfully raise matters for discussion.
 The meeting to be held on 25th October 2017 would include the agenda item 'Budget Review' to ensure sufficient time for this matter to be fully considered prior to the Christmas vacation.
- RC17/041 Date of Next Meeting**
 Wednesday 25th October 2017, commencing at 6.30 pm.

There being no further business, the meeting closed at 8.35 pm

Signed.....


Date...25-10-17...