

Cheddleton Parish Council

**MINUTES OF THE COMMUNITY/CRAFT CENTRE MANAGEMENT
COMMITTEE HELD IN CHEDDLETON COMMUNITY CENTRE, HOLLOW
LANE, CHEDDLETON ON TUESDAY, 12th. NOVEMBER 2024**

ATTENDANCE Councillor - T.G. Williamson (Chaired).

Councillor - M. Ahmad, Mrs. V.B. Cornes, M.F. Cunningham, Miss. S.J. Rogers and Mrs. L. Shaw.

Member - Mrs. C. Beardmore.

Clerk - Mrs. L. J. Green.

Creative Car Park - Norman Xu.

14. **APOLOGIES** - As both the Chairman & no Vice-Chairman Councillor Ahmad opened the meeting. Apologies were received from Councillor M.P. Worthington, and Miss. V.L. Salt, it was resolved to accept these.
15. **ELECTION OF VICE-CHAIRMAN** - Councillor Ahmad proposed Councillor Williamson, who agreed to take on the role. Agreed for Councillor Williamson to become Vice-Chairman and to continue by chairing the meeting.
16. **MINUTES OF THE MEETING OF 30th. JULY 2024** - It was resolved to accept these as a true record and signed by the Chairman.
17. **MATTERS ARISING THEREFROM:** - No matters arising.
18. **PAY TO PARK CREATIVE CAR PARK/ADDITIONAL SPACES - COMMUNITY CENTRE** - The Clerk introduced Norman Xu who had come along to answer any questions with regards to the Parking services that Creative Park provides. Information had been circulated to members prior to the meeting. Councillor Miss. Rogers explained that she is currently gathering information to report back to Council in December about the various options, this being one of them going forward. We have eight permit holders currently and difficulties with residents, school, church, and the pub using the car park when it is for Hirers of the Community Centre who take priority. We currently lock the gates at night. We need to achieve a compromise to meet everyone's needs. All the options need to be explored. Councillor Ahmad explained we want to try to please everyone and now the Clerk is spending a lot of her time trying to work with everyone and we need a solution to suit all. Mrs. Beardmore stated that for the last 20 years it has always been closed at 6.30pm if there are no classes or events on in the Community Centre. The main reason for locking the gates is security. The trouble is that everyone thinks it is free for all, and anyone can park if they want to. Councillor Williamson asked what it will cost us to implement a paid car park. Norman explained that an ANPR camera monitors the cars using it. There would be no charge for the set up to install the equipment and signage informing users of the rules and the fines would be the way that they make their money, but the Council would sign up for 10 years. The option would be to pay for use other than those who would be exempt when using the Community Centre. Any income raised via fees for parking would be split 70% to the Council and 30% to Creative Car Park. Councillor Miss. Rogers stated that this is one of the options. Norman explained that the charges can be set at any rate. Councillor Ahmad stated that the main aim is to take the burden off the Caretaker and the Clerk. Councillor Williamson stated that this is one of the options which we are to consider and that as there is no capital expenditure for us and an option to get revenue to help run the Community Centre. Councillor Miss. Rogers

thanked Norman for coming along to explain what they can provide and that all members will discuss this. The Clerk raised the question of paying via an app may be an issue for a few people so is there a cash alternative for payment. Norman explained that there is an option for a cash terminal on site but would be the Council's responsibility for emptying it. At that point Norman left the meeting. The Clerk explained that additional spaces would create additional costs to create those and the revenue from charging could pay for that. Mrs. Beardmore's other suggestion was that it remain open until 10pm rather than 6.30pm.

19. **CORRESPONDENCE:** - No Correspondence.
20. **TIMETABLE OF EVENTS/BANNERS - COMMUNITY CENTRE** - Councillor Miss. Rogers asked if there could be a weekly events list put up to make it easy for users to know what is on and when. She has been approached by a regular user who runs classes three times a week and she is more than happy to produce it to be displayed by getting the information from the Caretaker and updating it when regular classes change. Not including one-off events. There is access to the noticeboard opposite the school for everyone to display notices and this could be displayed there. The banners on the railings have been asked for previously but have not been agreed to so would not be an option but the timetable would be easy to administer. Agreed by members. Mrs. Beardmore reported that SENCO are now in Room 2 every day from 9.15 until 12.15 but hoping to extend the hours and Elysium will move to Room 1 when they are in two weeks every other month.
21. **UPDATE FIRE RISK ASSESSMENT - COMMUNITY CENTRE** - The Clerk reported that the Fire Extinguishers are due for checking this week by North Staffs Fire and will be done at both sites.
22. **REVIEW OF HIRE CHARGES - COMMUNITY CENTRE** - The Clerk stated that charges have not increased since 2022 and finances provided to show that the revenue meets costs currently. The Charges are £15 for Main Hall, £11 for Rooms 1 & 2 and £6 for use of the kitchen per hour. Councillor Miss. Rogers proposed these be left until the car park has been discussed in December and then to review in January.
23. **UPDATE PROPOSAL FOR SOLAR PANELS AT COMMUNITY CENTRE** - The Clerk reported that the two people who are willing to help us apply for grants are now working on the separate areas for the Community Centre and Cheddleton Playing Fields and there are no grants available for the solar panels at this moment in time but Sally will continue to look for grants working with Support Staffordshire who are also aware that we require funding for this now that Planning Permission has been obtained.
24. **UPDATE CLIMATE ACTION FUND APPLICATION FOR LED LIGHTS - COMMUNITY CENTRE** - The Clerk reported that we have obtained £961, and she will except this from Staffordshire County Council but required £1897 in total to replace the rest of the lights. Therefore, she has made Sally (mentioned as looking for funding for solar panels) aware that we require additional funding for this so she will try to obtain the difference via other grants.
25. **ANY URGENT WORKS/MATTERS TO RAISE - COMMUNITY CENTRE** - The Clerk reported that a floodlight has been replaced overlooking the car park. Mrs. Beardmore asked if it was ok for Stan to paint the hallway during Christmas to brighten it up. Councillor Ahmad asked could we check in the boiler room to tidy it up now that the new window and door have been installed.

26. **UPDATE FIRE RISK ASSESSMENT - CRAFT CENTRE** - The Clerk reported that again the Fire Extinguishers are due to be checked and will be done alongside the Community Centre this week, of which tenants have been notified.
27. **REVIEW OF HIRE CHARGES - CRAFT CENTRE** - The Clerk reported that this increased by 10% from April but suggested this can be done by the Finance Committee. Leek Radio have now paid everything owed and a further enquiry has been received from another local business so she will report back to members as to what they are looking for.
28. **ANY URGENT WORKS/MATTERS TO RAISE - CRAFT CENTRE** - The Clerk reported that there has been an issue with the gents' toilets, but this has been sorted out. The pump test was completed by Pisces Pumps in August, but they have not yet billed us for it.
29. **FORWARD AGENDA ITEMS** - No forward agenda items were raised.
30. **CONFIDENTIAL ITEM - FINANCIAL REQUIREMENTS 2025/26** - After considering the figures produced the committee were asked to consider the budget and requirements for the next financial year.

Chairman
14th. January 2025.