

Cheddleton Parish Council

**MINUTES OF THE COMMUNITY/CRAFT CENTRE MANAGEMENT
COMMITTEE HELD IN CHEDDLETON COMMUNITY CENTRE, HOLLOW
LANE, CHEDDLETON ON TUESDAY, 14th. JANUARY 2025**

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

Councillor - M. Ahmad, Mrs. V.B. Cornes, M.F. Cunningham, and Mrs. L. Shaw.

Member - Mrs. C. Beardmore.

Clerk - Mrs. L. J. Green.

31. **APOLOGIES** - Apologies were received from Councillor Miss. S.J. Rogers, Miss. V.L. Salt, and M.P. Worthington, it was resolved to accept these.
32. **MINUTES OF THE MEETING OF 12th. NOVEMBER 2024** - It was resolved to accept these as a true record and signed by the Chairman.
33. **MATTERS ARISING THEREFROM:** -
Re. Min. 18. Pay to Park Creative Car Park/Additional Spaces - Community Centre - The Clerk reported that this is an item for discussion at the next council meeting for decision to be made by all members of the Council.
Re. Min. 20. Timetable of Events - Community Centre - The Clerk reported that Councillor Miss. Rogers has compiled this, and it is now displayed.
34. **CORRESPONDENCE:** - No Correspondence.
35. **UPDATE FIRE RISK ASSESSMENT - COMMUNITY CENTRE** - The Clerk reported that in both the Community Centre & Craft Centre the Fire Extinguishers have been tested in November by North Staffs Fire but have not yet been invoiced, Fire Alarm needs to be tested as due in January, PAT testing, Emergency Lighting & Gas Boiler Certificates are due in March and the EICR is due in July for Community Centre so quotes for all these items. The Clerk had contacted Unite Fire & Security Ltd who fitted the add on to the fire alarm system in the Craft Centre for a quote to test both buildings fire alarm & smoke detectors. If we sign up to a 3-year contract for testing twice a year costing £210 per annum. Being £630 in total and the normal charge would be £230 per annum for the Community Centre. For the Craft Centre they quoted £130 per year for a 3-year contract for testing twice a year. This would be £390 in total, and the normal charge would be £150 per annum. This would gain a saving of £60 for each contract in signing up in advance. We paid £600 for the last 3-year contract for the Community Centre, which has now been completed. Councillor Ahmad proposed that we should sign both contracts for the 3 years, seconded by Councillor Mrs. Shaw. All Agreed. The Clerk reported that the Electrical Inspection & Condition Report (EICR) she will obtain quotes for July as this needs to be done every 5 years and was last done July 2020.
36. **REVIEW OF HIRE CHARGES - COMMUNITY CENTRE** - The Clerk reported that we will defer as previously agreed awaiting the outcome of the report on car parking which will be discussed at the next council meeting in January as this may affect the charges.

37. **UPDATE PROPOSAL FOR SOLAR PANELS AT COMMUNITY CENTRE** - The Clerk reported that the funding for both items on the agenda be treated together as she is meeting with Jane & Sally to discuss funding options and applying for several grants. Main one being Lottery for the Solar Panels and Community Climate Change Fund through SMDC as we have obtained as reported the £961 for the replacement lights but need £1897 to complete them so that will fund the shortfall. And any other opportunities to raise income for other projects.
38. **UPDATE CLIMATE ACTION FUND APPLICATION FOR LED LIGHTS - COMMUNITY CENTRE** - Discussed item 37.
39. **ANY URGENT WORKS/MATTERS TO RAISE - COMMUNITY CENTRE** - The Clerk provided a key to Councillor Ahmad to have a look at the old boiler room for ideas as to how to use it. The Clerk reported that the handyman will have a look at the roof when it is fit to get on the roof. The guttering around the Community Centre needs to be replaced so again when the weather improves, we can look to repair/replace where it needs it, and the handyman can do this and is important that it is maintained to avoid any water damage in the future. It was raised previously about replacing the back doors to add security and improve heat loss, so quotes need to be obtained. The intruder alarm system needs upgrading so quotes will need to be obtained for this for discussion and improve security and insurance purposes. The previous quote obtained was £1057.14 but requires updating.
Mrs. Beardmore stated that SENCO, in Room 2 have asked if the heating in there could be improved by adding an additional radiator. The Clerk will ask a plumber for advice.
40. **UPDATE FIRE RISK ASSESSMENT - CRAFT CENTRE** - The Clerk reported that all items were already discussed under agenda item 35. The EICR was done on this building last year, so we are covered until 2029.
41. **LEASE OF MEETING ROOM/HIRE CHARGE - CRAFT CENTRE** - The Clerk reported that she is due to meet James from Mounseys Surveyors who dealt with the letting of the Business Suite to estimate the market value for monthly rental. The Handyman will look at the table and the logistics of getting it out and where we can store the other items in the Community Centre. Once we have the value for rental, we can look to get it emptied and obtain references if they are still interested in letting the space, and if not advertise for someone else to have it but still requires a plumber to install a water supply for installation of a sink.
42. **RENEWAL OF LEASE AGREEMENTS - TEA ROOM & BEAUTY ROOM - CRAFT CENTRE** - The Clerk reported that the tearoom & beauty room agreements end at the end of March. The Business Suite runs until the end of September. The tearoom's current charge is £418, beauty room £187, business suite £375 monthly. An increase of 5% from April for tearoom & beauty room and September for the business suite was proposed by Councillor Cunningham, seconded by Councillor Williamson and agreed to be put forward.
43. **ANY URGENT WORKS/MATTERS TO RAISE - CRAFT CENTRE** - The Clerk reported the pump test was completed by Pisces Pumps in August, but they have not yet billed us for it and raised that the alarm needs the sounder replacing and two new float switches. The next service is due in February, so we need a quote for the work required. A sink in the tearoom needs the waste trap replacing as it is leaking.

44. **FORWARD AGENDA ITEMS** - No forward agenda items were raised.

Chairman
13th. May 2025.