



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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A MEETING OF THE LIPHOOK MILLENNIUM CENTRE MANAGEMENT COMMITTEE TOOK PLACE AT 8.00PM IN THE HASKELL CENTRE, MIDHURST ROAD, LIPHOOK, ON THURSDAY 29 NOVEMBER 2007

MINUTES

PRESENT WERE: Mr D Murray (Chairman), Dr J Tough, Mr N Everett, Miss N Young (Parish Councillors). Mrs F Groves, Mrs L Garwood, Ms J Marr (Co-opted Members). Mr A Groves (Clerk).

56/07 CHAIRMAN'S ANNOUNCEMENTS

Welcome. The Chairman welcomed Mrs Garwood to the LMCMC.

Preliminaries. Mobile phones, fire exits, loop system.

57/07 APOLOGIES FOR ABSENCE

Cllr Amey, Cllr Croucher, Mrs Jordan, Mrs Kamm, Mrs Laver.

58/07 MINUTES OF THE MEETING – 13 SEPTEMBER 2007

Resolution: The minutes were agreed and signed as being a true record.

Clerk

59/07 MATTERS ARISING FROM THE MINUTES – 13 SEPTEMBER 2007

50/07 Administration and Maintenance. Guttering not completed, Portable Appliance Testing would hopefully be carried out in January 2008. Portable projector to be added to the equipment list. Door closures were explained.

60/07 DECLARATION OF INTERESTS

The Chairman read out the declaration.

61/07 PUBLIC PARTICIPATION SESSION

Public Questions (items not on the agenda). None.

Members/Public Participation (Code of Conduct, Paragraph 12 (2)). No members exercised their right to make representations, answer questions, or give evidence.

Public Participation. No members of the public wished to address the committee about business on the agenda at that stage of the meeting.

62/07 COMMUNITY CHEST GRANTS

Members considered grants from Hanover Residents Association and First Steps mother and toddler group. Mrs Holmes made a short address on behalf of Hanover Residents Association. Votes were taken.

Decisions: Grants of £250 were awarded to Hanover Residents Association and First Steps Mother and Toddler Group.

Clerk

63/07 REPORTS

Financial Report.

The Chairman read out the report from the Clerk; comment was made on the success of the staging. The Chairman invited questions. The level of expenditure, film income, and the recovery of the investment costs for the projector/screen, and purchase of a replacement DVD player were raised or discussed.

Events/Marketing Sub-Committee.

Cllr Tough went through the minutes of the meeting by item, each item being discussed in considerable detail. A number of proposals were made, and the cinema dates were corrected (1 February 2008, 6 June 2008, 5 December 2008). Votes were taken.

Decision. "Atonement" would be the cinema showing on 4 January 2008.

JT
Clerk

There would not be a Harry Potter season showing.

DM/JT

Dates in April 2008 would be looked at for Liphooks Got Talent.

JT

A Wedding Fair would be held in September/October 2008.

JT

The provision of coffee vending machine would be investigated.

NE

A curtain was to be obtained for the front of the staging.

JT

Baptisms and Funerals would be added to the marketing brochure.

JT

Christmas meals would be discussed with Mrs Williams.

DM

Administration and Maintenance.

Members considered the equipment list. The Chairman reported on the latest proposal for the LMC sign, and issued an indicative design. This was discussed in detail. The microphones, router, moving of the door closures up the list/purchase, the inclusion of the portable projector, and the removing of the need for the re-location of the switches from the Director's Box were also raised and discussed. The Clerk said he had nothing to report.

- Decisions:** The LMC sign was to be purchased, not before 1 April (revised design as agreed and provided by the Chairman). **DM**
- A portable projector was to be added to the equipment list. **Clerk**
- The door closures were to be moved up the list. **Clerk**
- The re-location of switches was to be removed from the list. **Clerk**

64/07 COMMITTEE BUDGET - 2008/2009

Members considered the need for any further amendments to the draft budget. Funds for marketing/advertising were briefly discussed. The Chairman asked that the draft be approved. A vote was taken.

- Decision:** The draft LMCMC budget was approved. **Clerk**

65/07 EXCLUSION OF MEMBERS OF THE PUBLIC AND PRESS

The Motion: "This Council resolves to exclude members of the public and the press for Item 11 in order to discuss confidential matters and those classified as exempt under Section 100I and Schedule 12A of the Local Government Act 1972."

The Chairman proposed the motion, which was seconded by Cllr Tough. A vote was taken.

- Resolution:** Agreed.

ITEMS CLASSIFIED AS EXEMPT

66/07 LMH CATERING CONTRACT

The Chairman reported on a meeting that had been held with Mrs Williams on 3 October, and the matters raised at the meeting were discussed. The re-tendering of the contract was discussed. The Chairman made a number of proposals. A vote was taken.

- Decisions:** There was a requirement for the contract to be re-tendered. **Clerk**
- A contract/tender review team would be established. **DM**

CONCLUSION - This concluded the business of the meeting at 10.00pm.
Confirmed at the meeting held on 17 January 2008
Signed
Chairman