

**Minutes of the Brookenby Parish Council Community Centre Committee Meeting
held at 7.00 pm at the Community Centre, Kent Road, Brookenby on 7th October
2025**

Present: Cllr S. Sumnall (Chair), Cllr S. Coulam, Cllr B. Preece, Cllr L Fraser, Mr M Swannick

In Attendance: Chris Bowles (Clerk),
Members of public present: 0

Ref CCC021 To receive apologies for absence

Nil

**Ref CCC022 To receive declarations of interest under the Localism Act 2011- being
any pecuniary or non-pecuniary interest in agenda items not previously on members'
Register of Interests**

None

**Ref CCC023 To approve the minutes of the Community Centre Committee Meeting
held on 5th August 2025**

Proposed : Cllr Fraser. Seconded Cllr Preece. All In Favour.

**Ref CCC024 To consider repair and maintenance of the Community Centre and
resolve on any action to be taken**

The Committee resolved to approve the fitting of replacement windows in the north end of the St Michael and All Angels leased property. There is no financial liability to the Council

Proposed : Cllr Coulam. Seconded Cllr Sumnall. All In Favour.

**Ref CCC025 To consider any projects related to the Community Centre and resolve
on any action to be taken**

There was update on the Lancaster Room new windows and door (Ref 4014)

**Ref CCC026 To resolve to move into closed session in accordance with the Public
Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the
business to be discussed in relation to the following: -**

Proposed : Cllr Coulam. Seconded Cllr Sumnall. All In Favour.

**Ref CCC027 To review the financial implications of the project to refurbish the
Community Centre toilets and resolve on any action to be taken.**

Competitive quotes were considered that were significantly different. It was recognised that the most expensive quote was for a premium refurbishment but

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unless all the grant aid applications were completely successful, that particular

quote was not financially viable.

The cheapest quote was known to not include flooring and therefore needs to be considered together with a separate flooring quotation.

Members discussed alternative solutions to the specifications already quoted for as the alternatives may be more cost effective. These alternatives would be explored

No decisions had yet been received from grant funders.

Ref CCC028 To review the Community Centre caretaking arrangements and resolve on any action to be taken

A report was given on the time spent on tasks in the contracted hours and members agreed that the trial period had been a success.

The committee agreed to propose to the next full council meeting that the arrangement should be adopted as an annual contract.

It was clarified that this was a business-to-business contract to avoid the challenges of direct employment of individuals by the council.

The arrangements would continue as at present until the full council made a decision.

The Meeting Closed at 2002hrs

Date of next Community Centre Committee meeting 02/12/2025