

**Minutes of the Watchet Community Centre Management Committee**  
**held on Tuesday 10 April 2018 at 6.30pm**

**Present:** Cllr Bowden, Cllr de Renzy-Martin (Chair), Cllr Irven, Cllr Johnson, Cllr Nuttall and Cllr Whetlor

**In attendance:** Harriet Gibbard - Committee Clerk

**18/44D To receive apologies for absence by formal resolution:** Cllr de Renzy-Martin proposed that *'the apologies from Cllrs Murphy & Westcott are accepted.'* Seconded by Cllr Nuttall. Carried.

**18/45D To receive Declarations of Interest:** None at this point

**18/46D Financial Matters:**  
**(i) Budget Update:**

As Chair of the Finance and General Purposes Committee, Cllr Irven reported on the Year End figures (see attached). The report was positive and the Watchet Community Centre is in a good financial position. Members noted the report. Cllr de Renzy-Martin thanked the Responsible Financial Officer for the sound financial management, and the Committee Clerk for her excellent work in increasing the rental income.

**18/47D Summer Programme:**

The Committee Clerk presented a proposed timetable and costings (see attached) to hold a repeat of last year's Summer Programme. Members noted the reduction in sessions but felt it could be beneficial. Although the 'Chillout' session has been removed this year, the 'Multi-Sports' and 'Nerf Wars' are retained and there is the addition of 'Children's Cinema' at the school. The 'Café' will be taking place, but with a different format and improved advertising and activities.

The 'Summer Programme 2017' was underwritten by the Tourism and Leisure Committee. The total cost for the events came to £646. By charging £1/child for most sessions and selling tuck, the events recouped £264 and the Tourism and Leisure Committee paid £382. This year's estimated costs so far are £830. After a brief discussion on whether this event should be underwritten again by the Tourism & Leisure Committee, Cllr Irven referred back to the financial report earlier in the meeting and informed members that the budget could financially support the Summer Programme this year. Cllr Johnson proposed that *'a budget of up to £1000 maximum is allocated to cover the shortfall of the events.'* Seconded by Cllr Whetlor. Carried.

Cllr Whetlor left the meeting at 7.07pm

**18/48D Verbal update report from the Committee Clerk:**

The Committee Clerk reported the following:

- The old tubular florescent lights at the Centre have now been fully upgraded to LED. This will reduce running and repair costs for the system.
- The exterior painting of the Centre has been completed and the PVC panels fitted to cover the top part of the front wall. The interior has also been painted excluding the kitchen which will be painted prior to the kitchen being fitted on week commencing on 28 May 2018.
- The Committee Clerk produced and delivered Centre Hire adverts to the 3 local First schools to be sent home in the book bags of each child.
- The Committee Clerk & Health & Safety Designated Officer will be working to renew the Generic & Fire Risk Assessments to be table at the next meeting for approval.

**18/49D Matters to report for the next meeting:**

- Public Performance booking pack
- Wifi & Network Capabilities

The meeting closed at 7.17pm

**Signed:**  .....

**Dated:** .....