

**Minutes of the Watchet Community Centre Management Committee
held on Tuesday 11 September 2018 at 6.30pm**

Present: Cllr Bowden, Cllr de Renzy-Martin, Cllr Nuttall, Cllr Westcott and Cllr Whetlor

In attendance: Harriet Gibbard - Committee Clerk

18/35D To receive apologies for absence by formal resolution: Cllr Bowden proposed that *'the apologies from Cllrs Irvén, Johnson & Murphy are accepted.'* Seconded by Cllr Westcott. Carried.

18/36D To receive Declarations of Interest:

Name	Minute No:	Description of Interest	Personal / Prejudicial	Action Taken
Cllr Westcott	18/40D	Parent of Youth Leader	Personal	Councillor remained in the meeting and participated in the discussion and voting

18/37D Financial Matters:

(i) Budget Update:

The Committee Clerk tabled the Responsible Financial Officer's budget report (see attached). Members discussed the report and commented on the healthy bank balance. The Chair thanked the Responsible Financial Officer for her hard work.

18/38D Public Performance Bookings:

The Committee Clerk reported that a meeting of this Working Group had been scheduled for 13 September 2018 at 10am. The Committee Clerk advised that a report would be given at the next meeting.

18/39D Signage:

Deferred due to designs not being received

18/40D Youth Club Quarterly Service Level Agreement Report

The Committee Clerk read the attached report (see attached). Members noted the reports contents.

The Committee Clerk reported that the Risk Assessment for the new pool table trolley had been completed by Minehead EYE and requested the Committee's approval for the Council's Health & Safety Designated Officer to sign off the document. Cllr de Renzy-Martin proposed that *'the pool table trolley risk assessment and accompanying documentation is signed off by the Council's Health & Safety Designated Officer.'* Seconded by Cllr Whetlor. Carried.

18/41D Additional Cleaning:

The Committee Clerk tabled the attached report (see attached).

After a brief discussion, Cllr Whetlor proposed that *'an additional hour (£12.50) of cleaning is approved.'* Seconded by Cllr Nuttall. Carried.

18/42D Summer Programme Report:

The Committee Clerk circulated the attached report (see attached).

Members noted that attendance was down this year, but accepted that the weather had been much better and also that there were many more events happening throughout West Somerset. The Committee Clerk reported that the total costs for the events were £567.45 and the total income was £244.45.

18/43D Verbal report from the Committee Clerk: None

18/33D Matters to report for the next meeting:

- Toilet Facilities
- Signage

The meeting closed at 7.29pm

Signed: 

Dated: 8/10/18