



WROUGHTON PARISH COUNCIL

COMMUNITY BUILDINGS COMMITTEE

Minutes of the meeting held on 14 May 2018 at 7.30pm
in The Ellendune Community Centre

Present Cllr A Woodhead (Vice Chair)
Cllr P Bhardwaj
Cllr C Clark
Cllr H Dosanjh
Cllr J Hewer (Chair to the Council)
Cllr G Jones
Cllr S Pagett (Vice Chair to the Council)

Clerk Emma Freemantle (Deputy Clerk)

Also Present Rachael Wells, Youth Work Manager

CB/01 Apologies

Apologies were received from Cllr Steve Harcourt (Chair).

CB/02 Declarations of Interest & Applications for Dispensation

Cllr A Woodhead declared an interest in agenda item 5 as she is the Group Scout Chairman and agenda also declared that she has an interest in agenda item 6 as her husband plays for the Wroughton Men's football Club at the Weir Field Pavilion.

CB/03 Public Questions

There were nine members of the public present all of which represented the Youth Group in relation to Agenda Point 7.

A member of the public discussed the current status of Wroughton Youth Club, she stated that all previous volunteers were enhanced DBS checked and are now all fully first aid trained, however this may now have elapsed as it's been 10 months since WPC closed the Youth Group.

The question was asked that if the previous volunteers are trained in the current procedures and undertake the training previously identified, why can't the original youth group be reopened?The volunteers completed the online safeguarding training and all had first aid training from previous roles. The standardised first aid training was cancelled when the youth group was permanently closed.

The member of the public went on to ask that the policies and procedures held by WPC were due to be updated by 5th December 2017, have these been done?The Clerk advised that the policies are currently being reviewed by Youth Action Wiltshire and are not yet signed off by Full Council and so will not be publicly issued.

Cllr Carol Clark said that she is waiting to hear back from Youth Action Wiltshire directly as she has contacted them to try and establish a suitable structure which is flexible for the new Youth Club.

Another member of the public spoke and expressed his concerns of the Parish Councils want to provide a Youth Club, he stated that Youth Action Wiltshire are an advisory agent only and that the Parish Council do not have to follow their guidelines completely. A question to the Council was raised "Do we even want a Youth Club"

Cllr Carol Clark confirmed that when the Parish Council met back in January to look at all of the priorities, the Youth Club opening was at the top of the list.

The Chair moved agenda item 7 was moved forward

CB/04 Youth Club

Members **NOTED** the report of the Youth Work Manager a copy of which appears as Appendix A in the Minute Book.

The Chair suspended standing orders and asked the public if there were any further questions

Questions to the Youth Manager:

A member of the public asked if the Parish Council are still open to recruiting volunteers? The Youth Work Manager responded that we have six volunteers now recruited and that interviews will be needed followed by safeguarding level 1 and safeguarding level 2. These consist of both online and in house training by an outside organisation.

The Clerk advised the public that there are application forms available on the side should anyone wish to apply further and the Vice Chair advised that she is happy to assist with applications for those who require further help.

The Chair reinstated standing orders at 8.10pm

Members discussed a timescale of events as suggested in Cllr Carol Clarks email dated 13 May 2018, a copy of which appears as Appendix B in the minute book.

A copy of the timeline was passed to the Youth Work manager as this had not been circulated to her prior to the meeting.

Members **RESOVLED** to agree that the Youth Club will open in the first week of July 2018 pending successful volunteer interviews.

CB/05 Chair's Report

There was no report given.

CB/06 Maunsell Way Refurbishment

The Clerk gave a verbal update relating to the progress of the Maunsell Way refurbishment. Members were advised that as of the last Leisure & Amenities meeting on the 5th March the printing and distribution of the questionnaires has been completed and the Parish is continuing to push the electronic version on social media.

The office has emailed the main lead contacts of the user groups which attended the workshop at the end of February and asked for confirmation that we can hold their details on file for further updates regarding progress. A reminder has been sent that if they haven't completed a questionnaire they have until the end of May to do so.

A deadline of the 29th May has been added to allow time for the collating of results before Full Council.

The results are currently being fed into Patrick Wilson Architect online who will then collate and report back to Full Council by the 18th June.

The Clerk reminded members that a suggestion was made at the last Leisure & Amenities to form a Decision Making Committee should Full Council wish to proceed to RIBA stage 1, It was also suggested that this new Committee be responsible for the expenditure of up to £5,000.

CB/07 Weir Field Pavilion

Members considered a report of the Clerk regarding the review of the maintenance of the Weir Field Pavilion, a copy of which appears as Appendix C in the Minute Book.

Members asked the Clerk to request the third Contractor to quote for the works on the basis that a like for like quote with option three from Harman Electrical is submitted, a copy of which appears as Appendix D in the Minute Book.

It was requested that the office make contact with the Wroughton Men’s Football Club to establish the longevity of usage by the club and also invite them to apply for grant funding to support other interior improvements which are needed.

It was **AGREED** that option 3 provided by Harman Electrical is chosen if the third quote from another contractor is not suitable. Harman Electrical Cost £4,800 + VAT for the replacement and making good of the panelling to complete the rear elevation.

(Budget – Building Renewal 4410/210 - £2,377 and Community Buildings 4800/550 - £15,800)

Members **RESOLVED** to recommend to Full Council the option of having additional preventative work carried out on the Weir Field Pavilion by Harman Electrical, cost estimated at £4,000, this would support Option 3 for longer term use of the Pavilion.

CB/08 Wharf Road Public Toilets

Members considered a report of the Clerk regarding the running of an automated locking system for the public toilets, a copy of which appears as Appendix E in the Minute Book.

Members **RESOLVED** to agree to the purchase of a RADAR lock, cost £193.20 + VAT for the disabled toilet and the Parish Council Grounds Team are to install this at no additional cost.

(Budget – Community Buildings 4800/550 - £15,800)

Members **RESOLVED** to agree that a recommendation is made to Full Council for a sub-lease between the Parish Council and WCAT (Wroughton Community Asset Trust).

It was **NOTED** that two members from the Parish Council and two members from WCAT will hold an informal meeting to discuss the running of the Wharf Road public toilets.

The meeting closed at 9:20pm

Signed.....

Date.....

Chairman of the Council