

Gnosall Parish Council
Minutes of the Grosvenor Centre Committee meeting
Held on Tuesday 6th March 2018 at 7.30pm

Present: Cllr C Emsley (in the Chair), Cllr T Simkin, Cllr G Payne, Jayne Cooper

Press and Public Open Forum – none present

1	To receive any apologies and record absences Apologies from Cllr Gregory, Cllr Powell and Cllr Greatrex.	
2	To receive any Declarations of Interest Cllr Simkin declared an interest as her parents are employees of the Parish Council working at the Grosvenor Centre and Cllr Emsley declared an interest as his daughter is an employee at Rosebuds Nursery.	
3	To receive and confirm the minutes of the meeting held on 5th December 2017 The minutes of the meeting held on 5 th December 2017 were approved as a true and accurate record.	
4	To consider any matters arising from the minutes not elsewhere on the agenda Designated Premises Supervisor The Clerk reported that there had been only one applicant, Neil Nicholls from The Horns pub. Therefore Stafford Borough Council and other relevant authorities had been informed of the change to the premises license and a revised licence had since been received confirming Mr Nicholls as the Parish Council's new DPS. Mr Nicholls had made a positive start, he had bought a large bottle fridge that had been installed in the small kitchen and would be introducing draught beers as part of the bar service. He had also produced and paid for a leaflet to give out to hirers giving details of a number of catering options including hot and cold buffets and sit down meals. He did not think it was necessary to purchase a glass washing machine for the time being (as requested by the previous DPS) therefore no action would be taken on this.	
5	To receive an update from the Grosvenor Centre Enhancement Group It was reported that steady progress is being made. A meeting with architects on 19 th February had proven to be very useful and the working group and since agreed an action list including the appointment of a structural survey that would be beneficial to both the appointed architect and the Parish Council (some movement in the building had been identified by the architects when they were shown around the building). Meetings would also be arranged with neighbours including Rosebuds Nursery and Mrs Clapham who owns 17 High Street. Mrs Clapham currently has a planning application being considered by the Borough Council for the change of use from a shop to living accommodation – it was noted that there is a legal arrangements between the Parish Council and Mrs Clapham in that the Parish Council has to provide access via the Grosvenor Centre car park for parking at the rear of her property. This could be affected by any future changes to the centre and this would be discussed with Mrs Clapham. All parish councillors would receive a copy of the minutes of the working group meeting at the next full council meeting.	

6	<p>To receive an update on current bookings and income to date</p> <p>Bookings remain steady and a useful summary of all bookings up to March 2018 was received and noted. The Clerk presented a summary of income and expenditure to date for the current financial year. It was noted that expenditure exceeds income when income from Rosebuds Nursery is not taken into consideration. A meeting with the Chairman and Clerk with the Rosebuds Manager would be held early in the summer to discuss the future of the nursery as agreed at a meeting in June 2017 when the Nursery Manager had requested a 12 month extension to the lease rather than 5 years as the Government were bringing in changes to nursery funding that she was, at the time, not sure how the business would be affected.</p>	
7	<p>To review Grosvenor Centre booking fees</p> <p>After discussion it was agreed to make no changes to current booking fees for a further 12 months. Fees would remain as follows:</p> <ul style="list-style-type: none"> • Grosvenor Centre Main Hall £10 per hour • Grosvenor Centre Brearley Room £5 per hour (min fee of £10) • Large kitchen £7 per hour • Small kitchen £3 per hour • Weekend rate (includes the entire centre): • 9am – 5pm £70/6pm–midnight £70/All day £120 <p>It was also agreed that hirers who require the small kitchen must book and pay for the kitchen for the duration of the booking. The Council's Support Officer would write to all hirers informing them of the booking fees for the year ahead.</p>	
8	<p>To consider any maintenance requirements</p> <p>Minor day to day maintenance is carried out by the Handyman as agreed with the Clerk. A recommendation to decorate the entire centre initially would be put to council; the centre had not been painted for several years. The Clerk to obtain quotations.</p> <p>It was also noted that the paintwork on the car park (parking bays, disabled signs and hatched areas) are wearing away and may need repainting in the future.</p>	Clerk
9	<p>To receive any correspondence/communication in relation to the Grosvenor Centre</p> <p>Nothing received.</p>	
10	<p>To confirm the date of the next meeting</p> <p>5th June 2018 (unless a meeting is required sooner to review quotations for decorating).</p>	