

## **Liss Parish Council**

### **Minutes of the Buildings Committee meeting of 13th March, 2017**

**Members:** \*Cllr B. Mayo (Acting Chairman), \*Cllr K. Budden, \*Cllr D. Dodds, \*Cllr Hargreaves, Cllr H. Linsley

\*Present

The meeting was clerked by S. Smith (Assistant Clerk).

#### **39/B17 Apologies**

Apologies were accepted from Cllr Linsley.

#### **40/B17 Declarations of Interests**

There were no declarations of interests.

#### **41/B17 Minutes & matters arising from the Buildings Committee on 5<sup>th</sup> December 2016 not otherwise on the agenda**

**It was resolved that** the minutes of the meeting of 5<sup>th</sup> December 2016 be accepted as an accurate record of the meeting (proposed by Cllr Dodds and seconded by Cllr Hargreaves). It was noted that the replacement Village Hall stage curtains were on order and the Village Hall stage electrical work would be carried out shortly. As regards the accessible toilet project, it was noted that a reduction in the potential sum awarded by the Cabinet Grant Scheme had been reduced from 50% to 30% of total project cost. Members noted the possible impact on the project and agreed that the potential gap in funding would need to be established and whether other avenues of funding might be available.

#### **42/B17 Terms and Conditions for the new Pavilion**

Members agreed that the template set of Terms and Conditions would be a good model for the new Pavilion in due course. The fee schedule would also be considered in due course. Members noted that the fees charged for Village hall hire were fairly low compared to other venues and agreed to recommend that the Finance Committee review this in October for the financial year 2018/19.

#### **43/B17 Office Security**

Following a report of further investigation into the requirements of the insurance company and online advice on crime prevention from Hampshire Constabulary, **it was resolved that** a recommendation would be made to Council to proceed with the installation of a burglar alarm with the additional option of Police/Key Holder Response. Members felt it was important that there was a system in place for a nominated person to be made aware that the alarm was sounding given the office is not manned around the clock. An on-call system was due to be considered by the Staff Committee.

#### **44/B17 Old toilet block at West Liss Recreation Ground**

Members noted that the old toilet block was currently being used by the Scouts for storage.

**It was resolved that** a quote should be sought for a Schedule of Dilapidations.

**45/B16 Any other business**

The Assistant Clerk noted that investigations had been carried out as to whether an Energy Performance Certificate was required for the Village Hall. The Energy Performance of Buildings (England and Wales) Regulations 2012 applies to buildings with an internal area in excess of 250m<sup>2</sup>. The total area of the hall had been calculated as less than 250m<sup>2</sup> and so it was agreed that an Energy Performance Certificate was not required.

**Date of next meeting: 12<sup>th</sup> June 2017 at 7.00pm**

The meeting closed at 7.40pm.

Signed.....

Dated.....