

Liss Parish Council

Minutes of the Buildings Committee meeting of 5th December, 2016

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

*Present, in addition to Cllr Liane McDonald, Cllr MacNamara and Cllr Andy Smith.

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

31/B16 Apologies

Apologies were accepted from Cllr Budden.

32/B16 Declarations of Interests

There were no declarations of interests.

33/B16 Minutes & matters arising from the Buildings Committee on 12th September 2016 not otherwise on the agenda

It was resolved that the minutes of the meeting of 12th September 2016 be accepted as an accurate record of the meeting (proposed by Cllr Linsley and seconded by Cllr Hargreaves). Outstanding items would be considered under their relevant agenda headings.

34/B16 Village Hall Stage Electrical Work

The Chair advised that an approximate quotation of £750 had been received for improvements to the wiring around the stage and associated works in the Village Hall as it was thought that the current system of extension leads presented a fire risk.

It was resolved that the Committee would recommend that Council agrees that the work be commissioned, following clarification regarding positioning of the light switch and whether installation of dimmers would be possible.

Cllr Hargreaves requested clarification as to whether one quote was sufficient in regards to the requirements as set out by the Financial Regulations. The Chair explained that LPC had experienced difficulties in the past securing reliable electricians. The contractor in question had carried out other work for LPC and based on the work undertaken so far the Assistant Clerk was satisfied that the quotation represented value for money.

35/B16 Village Hall Stage Curtains

Members considered quotations from three contractors to re-treat the stage curtains and three options for replacing the stage curtains. These were last treated in 2009 and the company who carried out the work had advised that they should be retreated now in order to comply with Health & Safety Regulations.

It was resolved that the Committee would recommend that Council agrees that option 7 should be pursued, to replace the stage curtains with a fabric which would be Inherently Flame Retardant for the costs of £908 exc. VAT (proposed by Cllr Linsley, seconded by Cllr MacNamara and all in favour). This option was viewed as the most desirable as the flame retardancy would last for the life of the

fabric as it would be woven into the fabric itself and so no further re-treatment would be required. This would prove cost effective in the longer-term. It was agreed that we should seek District Councillor funding towards the cost.

36/B16 Office Security

The Chair noted that several changes in procedure had taken place following the break-in in October, in particular that cash or valuables (including the laptops) would no longer be left on the premises overnight. A sign had been put up on the office window to this effect. Cllr Dodds also proposed that a larger sign be put up on the front gates. Members considered a quotation for two types of burglar alarms and agreed that further investigations should be undertaken by the Assistant Clerk prior to a decision by a forthcoming Finance Committee or Council. The Assistant Clerk would ensure that the insurance company were satisfied with further measures proposed and check whether the Police Crime Prevention Team could offer any advice. It was also agreed that the Assistant Clerk should seek a quotation for further security lighting on the path to the office.

37/B16 Any other business

There was no other business.

38/B16 Date of next meeting: 13th March 2017 at 7.00pm

The meeting closed at 7.45pm.

Signed.....

Dated.....