

St Ive Parish Council

Minutes of the St Ive Parish Council Millennium House Management Committee Meeting held in the Millennium House, Pensilva on Monday, 2nd September 2019 at 7.15pm

Item No.		Action by
1	<p>Those present. Cllrs. A Moss (Committee Chairman), C Vaughnley, P Haines, A Haines, R Farley, M Carr, K Parkes, I Vaughan. Cllr J Bruce arrived at 7.50pm.</p> <p>Also attending: Mrs J Hoskin (Parish Clerk) Ross Wheddon (Bar staff)</p>	
2	<p>Apologies for absence were received from Cllr S Reilly and Mrs R Hicks.</p>	
3	<p>Councillors Declarations of Interest. To receive and grant any requests for dispensations. None declared at this stage of the meeting.</p>	
4	<p>To receive comments or questions from members of the public. There were no members of the public present.</p>	
5	<p>Minutes – to approve the Minutes of the Meeting held on the 1st July 2019. The Minutes of the Meeting held on the 1st July 2019 were approved and signed by the Chairman, proposed Cllr I Vaughan, seconded by Cllr C Vaughnley and unanimously agreed.</p>	
6	<p>Matters Arising from the Minutes.</p> <p>Item 7 – Free school meals. It was disappointing that the Council were unable to obtain details of families having free school meals as although the service was advertised no meals were served. One lady made an enquiry but never arrived. Cllr M Carr stated there was a stigma behind this and many people with children that would not be singled out in school did not wish to be identified in public. It was disappointing that the Church backed away from this scheme and also decided not to assist with the bouncy castle parties.</p>	
7	<p>Feedback from the summer inflatable parties. The inflatable parties were a huge success and money had been sought from the Solar Farm to fund the events. The committee agreed this could be repeated in forthcoming school holidays. Soft drinks were provided.</p>	
8	<p>External signage / advertising banner – update. Cllr A Moss had received no response from the companies asked to quote for the signage required. Cllr C Vaughnley had another contact that he would pass to the Chairman. It was suggested that “sail type” signs be obtained for the front lawn.</p>	CV
9	<p>Report from the sub-committee on grant funding applications to refurbish the building. A meeting was held on the 16th August 2019 with Lyn who advised the group on the content needed for funding applications and how to apply for various works and equipment, along with funding for a Project Manager.</p>	AM/ Clerk

10	Update on the installation of the Age (UK) electric car and charging points. The car had now arrived although the charging point had not yet been installed.	
11	EPOS reports from the bar. Ross reported that he had looked at the EPOS system and he was trying to collate the codes to drinks in order of the type and handed in a copy of this work to date. Summer Wilkinson will carry out the necessary training to enable her to manage the stock deliveries, working on a computer in the Parish Council office.	
12	Update on the new cleaning system for the bar pipes and how this is working. The new cleaning system appeared to be working well although this had only been in place for approximately six weeks (installed 9 th July 2019). Martin (caretaker) will be asked to oversee the testing when it is being done. Cllr C Vaughnley questioned whether or not the Council could purchase a PH testing kit and carry out the tests themselves.	
13	Pensilva Football Club – feedback from the Club and report on the meeting with Cllr I Vaughan. Cllr I Vaughan reported on his meeting with representatives from the football club. It was suggested that they be charged £40.00 per match and this to include the current cost for the hire of the changing rooms (£25) and a little extra to offset the expenses for maintaining the pitch. The club were no longer supporting the Mel Bar and therefore the Council could not continue subsidising the costs to meet the needs of the football club. The Clerk will contact the club again and invite them to attend another meeting to hopefully resolve the matter.	Clerk
14	To consider a standard hire charge for the kitchen on a Friday and Saturday for JP Hot Foods. The hot food was going well and bringing extra customers into the bar. It was recommended that JP Hot Foods be given a further two months trial to establish the business and ascertain whether this was a viable enterprise. Issues with storage and the use of the freezer were noted as these had been resolved. On film night evenings the serving of food would stop at 7.00pm and no food was to be served if the function room had a private booking.	
15	To consider reinstating BT Sport in the bar. Cllr J Bruce questioned the costs and these were confirmed - £131.26 per month. Ross stated the BT Sport could be used more than it had been in the past and the Clerk reported that Martin (caretaker) could now link this to the cinema screen in the function room for the showing of large sporting events. It was recommended that BT Sport be reinstated.	
16	Bar loyalty cards – update on the sale and usage of cards. The committee agreed to have a zero tolerance on the use of loyalty cards and anyone being seen given their card to someone else for them pay for drinks would have the card withdrawn.	
17	To resolve to investigate the options of upgrading the telephone and wi-fi system in the building. Costs to be sought to upgrade the system. Cllr J Bruce will pass on the information and quote previously obtained from BT.	Clerk/ JB
18	To look at the contents of the Blue Flame service and maintenance agreement for the gas boilers. The service and maintenance agreement had not yet been	

	received although the engineer had visited the building and completed the survey. The Clerk has asked Martin (caretaker) to contact Blue Flame.	Clerk
19	<p>Any other urgent business / forthcoming events.</p> <p>a) Trophy cabinet – A cabinet had been donated to the building.</p> <p>b) Bar shelving - Martin (caretaker) will be asked to secure the loose shelves in the bar.</p> <p>c) Food & Drink Festival – Cllr A Haines gave details of the Cornish Food & Drink festival being held on the 10th November. It was felt this should not interfere with the Remembrance Sunday event being held outside at the war memorial.</p> <p>d) Events Group – Forthcoming events were noted including a barn dance, film nights, Johnny Cowling concert and Fishermans Choir.</p> <p>e) Emily Hobhouse / Function Room – Cllr A Haines asked if the name and sign Emily Hobhouse could be removed and be named the Function Room. The Committee had no objections to this request.</p> <p>f) Reception office – The Clerk had asked Martin (caretaker) to obtain a key pad lock for the reception office door to ensure security without staff having to key lock the door when away from the desk.</p>	
20	Date of the next meeting – Monday, 7 th October 2019, if required.	
21	To close the Meeting. There being no further business the meeting closed at 8.30pm.	

Dated.

Signed.