

St Ive Parish Council

Minutes of the St Ive Parish Council Millennium House Management Committee Meeting held on Monday, 6th September 2021 at 7.00pm in the Millenium House, Pensilva.

Item No.		Action by
1	<p>Those present. Cllrs. M Carr, J Bruce, S Doe, C Vaughnley, N Gisby and Mrs R Hicks.</p> <p>Also attending. Mrs J Hoskin (Parish Clerk)</p>	
	Owing to the absence of the Committee Chairman it was proposed by Cllr C Vaughnley, seconded by Cllr S Doe and unanimously agreed that Cllr M Carr conducted the business for the meeting.	
2	Public Session. There were no members of the public present.	
3	Apologies for absence were received from Cllrs. A Moss, I Vaughan, R Farley and P Mann.	
4	Declarations of interest on items on the agenda. Cllr J Bruce and Mrs R Hicks declared an interest on Agenda Item 14 and any matters relating to PCA.	
5	Minutes -to approve the Minutes of the Meeting held on the 5th July 2021. The minutes of the meeting held on the 5 th July 2021 were approved and signed by Cllr M Carr. Proposed by Cllr C Vaughnley, seconded by Cllr J Bruce and unanimously agreed.	
6	<p>Matters Arising from the Minutes not included on the agenda.</p> <p>Item 11 – To look at he cost of the telephone and internet services and whether or not other options can be considered. Cllr C Vaughnley notified the meeting that he had researched different options and would confirm the price for a telephone system with a desktop phone and four handsets that enabled calls to be transferred. He felt this would be in the region of £150. The committee thanked Cllr Vaughnley and agreed to recommend that a new phone system be purchased.</p> <p>Item 18 Booking form. Mrs R Hicks was looking at the template of a booking form provided by Cllr N Gisby.</p>	<p>CV</p> <p>RH</p>
7	<p>To discuss the opening of the Mel Bar, the DPS licence, bar stock and staffing arrangements. The Clerk reported the Cornwall Council Licensing Department had confirmed the bar could open on the 10th September 2021. Following a discussion of staff availability, the preparation work required and the delivery of stock the committee agreed that the opening should be deferred until the 17th September 2021.</p> <p>The committee recommended the following opening times. Thursday to be decided as this was being run by a volunteer (previous member of staff). Friday to be open 5.30pm and no later than 11.00pm. Saturday opening 12 noon to no later than 11.00pm. Closed on Sundays.</p>	

	It was agreed the bar would close earlier if needed and the times and days of opening to be reviewed after one month.	
8	To discuss the manning of Reception. The reception was currently being manned by three volunteers who were also carrying out other tasks in the building. To enable bookings to be sustainable and staff costs kept to a minimum until the building was once again fully operational, help was needed to man the reception desk in the evenings when the sports hall and rooms were being used. Cllr M Carr asked for help to relieve those who were already committing so much of their time in supporting the building, and one evening a week or every two weeks would help tremendously.	
9	Lottery application for the replacement of flooring in the function room (application submitted). It was noted that an application had been submitted by Cllr A Moss.	
10	NHS reopening of the vaccination centre and help required for setting up the room. Cllr M Carr notified the meeting that discussion with the NHS had established them needing the vaccine centre every three weeks up until December 2021. The days being Thursdays, Fridays and Saturday mornings for Covid and a full day on one Saturday and Sunday for flu injections. The committee were happy for the NHS to continue using the building. Cllr M Carr again reiterated the need for volunteers to help in setting up the rooms etc and she would obtain a list of dates for vaccination days.	MC
11	To discuss the future of the All Being Well Gym and it's management. The committee were made aware of the thoughts by the current manager of the gym and felt he needed to make his decision as to his future with the All Being Well centre before discussions could held. They committee felt the Parish Council should not consider taking this on, but maybe look to appointing an outside organisation to lease the facility should this be necessary.	
12	External repainting of the building – working party to be organised. The committee agreed to defer this matter until the roof repairs had been completed.	
13	Update on the roof repairs – work starting on the 6th September 2021. The scaffolding was being erected today and arrangements had been made for the removal of the solar panels before work started on the roof.	
14	To receive feedback from the Pensilva Community Association (PCA) and whether or not they wish to become a Charity Incorporated Organisation (CIO). Cllr J Bruce and Mrs R Hicks declared an interest. Cllr Bruce notified the committee that a meeting of PCA had been held and they had agreed in principle to change the name and status of the organisation to a Charity Incorporated Organisation with the suggested name being the Millennium House Community Centre. Cllr R Farley was looking into the changes that needed to be made.	RF

15	<p>Any other business for this meeting –</p> <ul style="list-style-type: none"> ○ Update on the purchasing of a new computer for the reception office. Cllr J Bruce was liaising with Martin Green (MH) to establish the correct system needed for the office. ○ New dishwasher. The new dishwasher had been installed. ○ Library. Mrs Hicks, on behalf of the lady who managed the library, made a request for a new bookcase costing in the region of £50. This was agreed. The library was to be revamped and it was noted that books were regularly changed and the facility was very well used. 	JB
16	To close the meeting. There being no further business the meeting closed at 8.00pm.	

Dated

Signed