

**St Ive Parish Council**

**Minutes of the Millennium House Management Committee Meeting held on Monday, 5<sup>th</sup> June 2023 in the Millennium House, Pensilva at 7.00pm.**

Item No.		Action by
1	<p><b>Those present.</b> Cllrs. A Moss, I Vaughan, P Mann, J Bruce, N Gisby, C Vaughnley, M Carr.</p> <p><b>Also attending.</b> J Hoskin (Parish Clerk) V Thompson (Millenium House Manager)</p>	
2	<p><b>Election of Committee Chairman for the forthcoming year.</b> Cllr Moss notified the meeting that he did not wish to stand for the Chairmans position this year. It was proposed by Cllr Carr, seconded by Cllr Moss and unanimously agreed that Cllr Vaughan be elected as Committee Chairman. There were no other nominations.</p>	
3	<p><b>Public Session.</b> There were no members of the public present.</p>	
4	<p><b>Apologies.</b> None.</p>	
5	<p><b>Declarations of interest on items on the agenda.</b> None declared at this stage of the meeting.</p>	
6	<p><b>Minutes -to approve the Minutes of the Meeting held on the 3<sup>rd</sup> April 2023.</b> The minutes of the meeting held on the 3<sup>rd</sup> April 2023 were approved and signed by the Chairman; proposed by Cllr Moss seconded by Cllr Mann and agreed by those who attended.</p>	
7	<p><b>Matters Arising from the Minutes not included on the agenda.</b> None.</p>	
8	<p><b>Millennium House Managers Monthly Report.</b> Vanessa gave her monthly report. New groups had started since March 2023 including a Lego club and yoga. The pop-up play sessions had finished for the summer. The pool table was well used and providing an income over the costs incurred. The ride on mower was broken down. Cllr Vaughan advised the meeting that the Parks &amp; Open Spaces Committee would be looking at options for cutting the field in the future. BT were coming in this week to install the new phone system with the switch over being on the 8<sup>th</sup> June.</p>	Parks Comm
9	<p><b>Mel Bar – update on the licence application and the use of the EPOS system.</b> Vanessa had one more module to complete before taking the exam. The Chairman asked her to complete this within the next week. Cllr Moss offered to fill out the paperwork needed for Cornwall Council. The EPOS system had been reinstated and work was in progress to fully use the system and produce accurate reports. Running the EPOS system off Windows XP was causing some problems. Vanessa will contact Duchy Cash Systems about this.</p>	VT          VT

<b>10</b>	<b>Feedback on risk assessments for the building and identify any work required.</b> The small round ceiling lights in the function room needed to be upgraded. It was agreed these be replaced with LED fittings and bulbs.	
<b>11</b>	<b>Provision of gate on the stairs to prevent access to the upper floor.</b> The Chairman and Manager will establish the best way to close the stairs off on the ground floor.	IV/VT
<b>12</b>	<b>Matters to be addressed following the kitchen and food hygiene report.</b> The report had been circulated. The kitchen had been registered and repairs carried out to the cellar door. The overall marking was good. Vanessa was obtaining quotes for a new commercial kitchen and options available.	VT
<b>13</b>	<b>To receive and discuss quotes for the repairs to the decking.</b> One quotation had been received and another had been requested. Item deferred.	
<b>14</b>	<b>To review the “No Dog” signage on and around the building.</b> The “No Dog” signs had been reviewed and the sign on the wall of Millennium House will be removed. No further action to be taken. Proposed by Cllr Bruce, seconded by Cllr Moss and unanimously agreed. The council were unable to police the area if dog owners chose to ignore the signs, although it was hoped they would be respected.	
<b>15</b>	<b>Any other business for this part of the meeting.</b> <ul style="list-style-type: none"> <li>○ Wildanet – Wildanet were upgrading the fibre broadband in the village. Cllr Vaughnley reported on the chaos being caused and problems being experienced by residents and <i>drivers</i>.</li> </ul>	
<b>16</b>	<b>To decide on the date for the next committee meeting.</b> To be confirmed.	
<b>17</b>	<b>Closed session, if required.</b> No closed session required.	
<b>18</b>	<b>To close the meeting.</b> There being no further business the meeting closed at 7.35pm	

Dated

Signed