

## FERNDOWN TOWN COUNCIL

**Minutes of the Barrington Centre Management Committee held on Monday 11 July 2022 at 6.30pm** in the Barrington Centre, Pennys Walk, Ferndown BH22 9TH.

Present: Councillors: T Cordery, G Parrott, J Robinson and K Stamp.

Officers: T Dudley (Committee Administrator), R Hewitt (Centre Operations Manager).

<b>BCMC/2022/014</b>	<p><b>Apologies</b></p> <p>Apologies for absence were received from Cllr Fleetham (work), Cllr Parkes, (previous commitment).</p> <p>Cllr Parrott proposed to accept the apologies for absence, seconded by Cllr Stamp and agreed by all.</p> <p><b>Resolved: apologies for absence were accepted.</b></p>
<b>BCMC/2022/015</b>	<p><b>Declarations of interest and dispensations</b></p> <p>Councillors Robinson declared a generic non-pecuniary interest being a Member of Dorset Council.</p>
<b>BCMC/2022/016</b>	<p><b>Public participation</b></p> <p>None.</p>
<b>BCMC/2022/017</b>	<p><b>Management Committee minutes 13 June 2022</b></p> <p>Cllr Parrott proposed that the minutes of the meeting held on 13 June 2022 be agreed as a true and accurate record of proceedings, seconded by Cllr Cordery and agreed by all.</p> <p><b>Resolved: the Barrington Centre Management Committee minutes of the meeting held on 13 June 2022 were approved and signed by the Chairman.</b></p>
<b>BCMC/2022/018</b>	<p><b>Matters to report in relation to agenda item 4</b></p> <p>The Committee Clerk confirmed the Committee utensils, menu holders, washing machine and sofas for the bar and café had been delivered.</p> <p>Cllr Cordery confirmed the fire safety signage was yet to be actioned as was the outside seating for the café.</p>
<b>BCMC/2022/019</b>	<p><b>KGV Bar Survey</b></p> <p>Cllr Parrott presented a questionnaire/survey for consideration at the Task and Finish Group meeting at KGV to enable a satellite bar in the Regency room.</p>
<b>BCMC/2022/020</b>	<p><b>VAT Report</b></p> <p>Members agreed the VAT report would require a separate meeting due to the complexities of VAT therefore, the item was deferred to a future meeting.</p>
<b>BCMC/2022/021</b>	<p><b>Staffing and Procedural matters</b></p> <p>The Centre Operations Manager updated the Committee on weekly</p>

	<p>bookings she had arranged from September and an open mic event held in the café that had been a success with future events to be held monthly.</p> <p>She further reported a meeting was to be held regarding the centre's branding exercise to enable the project to go forward.</p> <p>A family fun day would be held on 14 August in the Centre was agreed.</p> <p>A pantomime had been booked in for Christmas 2022 and Easter 2023.</p> <p>It was agreed that the Centre Supervisor would be asked to paint the Stapehill room to enable the room to be hired out.</p> <p>A review the café menu was requested.</p> <p>The purchase of three parasols with stands was authorised.</p> <p>It was agreed that in addition to hire charges fees charged for public relations costings and charges for the setup of refreshment trolleys was to be at the manager discretion.</p> <p>Cllr Robinson proposed to approve the purchase of paint for the Stapehill room, 3 parasols and stands for outside of the café and operational charges at the Centre Managers discretion, seconded by Cllr Parrott and agreed by all.</p> <p>The Committee Clerk informed the Committee of a resignations of two Hospitality Assistants both of which had secured apprenticeships.</p> <p><b>Resolved - to approve the purchase of paint for the Stapehill room, 3 parasols and stands for outside of the café and operational charges at the Centre Managers discretion. The replacement of the two hospitality assistants, one for the café, contracted hours and one for the bar on zero hours contract.</b></p>
<b>BCMC/2022/023</b>	<p><b>Correspondence</b></p> <p>None</p>
<b>BCMC/2022/024</b>	<p><b>Date of next meeting and close of meeting</b></p> <p>The date of the next meeting 15 August 2022.</p> <p>The meeting closed at 8.13pm</p>