

## FERNDOWN TOWN COUNCIL

**Minutes of the Barrington Centre Management Committee held on Monday 20 February 2023 at 6.30pm** in the Barrington Centre, Pennys Walk, Ferndown BH22 9TH.

Present: Councillors: T. Cordery, S. Fleetham, G. Parrott, J. Robinson, K. Stamp  
Officers: T. Predeth (Locum Town Clerk), and S. Hall (Minute Taker).

<b>BCMC/2023/317</b>	<p><b>Apologies</b></p> <p>Apologies were received from Cllr. M. Parkes. Cllr Fleetham 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/2023/318</b>	<p><b>Declarations of interest and dispensations</b></p> <p>Cllr Robinson declared a generic non-pecuniary interest being a member of Dorset Council.</p>
<b>BCMC/2023/319</b>	<p><b>Public Participation</b></p> <p>None</p>
<b>BCMC/2023/320</b>	<p><b>Barrington Centre Management Committee minutes of 5 December 2022</b></p> <p>Cllr Cordery advised that he did not second the minutes of 5 December 2022 as he was not present at the meeting. It was noted that Cllr Parkes had seconded the minutes.</p> <p>Cllr Parrott proposed that, with this amendment, the minutes of the meeting held on 5 December 2022 be agreed as a true and accurate record of proceedings, seconded by Cllr Robinson and agreed.</p> <p><b>Resolved: the Barrington Centre Management Committee minutes of the meeting held on 5 December 2022 were approved and signed by the Chairman.</b></p>
<b>BCMC/2023/321</b>	<p><b>Barrington Centre Manager's Report</b></p> <p>Members noted the Centre Manager's report but considered that having the Centre Manager attend meetings in person was essential, enabling any issues pertaining to the centre to be discussed and clarified.</p>

<b>BCMC/2023/322</b>	<p><b>Quotes for Storage Container</b></p> <p>The Locum Town Clerk advised members that, as requested at the previous meeting, three quotes had been obtained for the purchase of a storage container to be sited externally to the Barrington Centre. It was queried why potential storage space within the centre was not being utilised. It was agreed to defer this item to the next meeting of this committee as it was noted that there was to be a Health and Safety inspection on 13 March 2023 and the report from this might reveal some availability of internal storage space.</p>
<b>BCMC/2023/323</b>	<p><b>Additional World Pay Terminal</b></p> <p>Members discussed the purchase of an additional World Pay terminal. It was noted that, subject to IT suitability, this could potentially be used at events taking place at KGV. The Centre Manager should be asked to investigate whether this would be possible.</p> <p>It was proposed by Cllr Cordery, seconded by Cllr Robinson and agreed by all that an additional World Pay terminal should be purchased, and the Centre Manager be asked to investigate its suitability for use at KGV events.</p> <p><b>Resolved to purchase an additional World Pay Terminal and the Centre Manager be asked to investigate the suitability of using this technology at KGV events.</b></p>
<b>BCMC/2023/324</b>	<p><b>Private Session</b></p> <p>It was proposed by Cllr Robinson, seconded by Cllr Stamp and agreed by all that this committee should exclude the press and public in accordance with s 1 (2) Public Bodies (Admission of Meetings) Act 1960 on the grounds that the following items being considered involves the disclosure of confidential information.</p>
<b>BCMC/2023/325</b>	<p><b>Profit and Loss Trading Account</b></p> <p><b>Members noted the Profit and Loss Trading Account</b></p> <p>Members noted that a 'budget' heading had previously been requested. The RFO (Responsible Financial Officer) would be reminded of the need for this to be included.</p>

	<p>Members requested that the cost of utilities used by the Town Council and the Barrington Centre should be shown as split costs.</p> <p>Members requested an update at the next meeting in respect of business rates.</p> <p>The RFO would be asked to attend the next meeting, with this item being placed at the beginning of the Agenda to enable her to leave at the end of this item.</p>
<p><b>BCMV/2023/326</b></p>	<p><b>Reduction of fees for local drama group</b> It was agreed to defer this item to the next meeting of this committee.</p>
<p><b>BCMC/2023/327</b></p>	<p><b>Staff Matters</b> Members discussed a confidential personnel matter.</p> <p>A member advised of a situation recently where a member of staff had to lock up the Barrington Centre during very unsocial hours after a music event in the hall. A member advised that this was not the first occasion. The Locum Town Clerk reminded members that council buildings were vulnerable, and safety and security of staff was paramount. Members were mindful that all events should be risk assessed.</p> <p>It was proposed by Cllr Fleetham that costings be obtained for the engagement of a security person to work when music performances were taking place. Seconded by Cllr Robinson and agreed by all.</p> <p><b>Resolved to obtain costings for the engagement of a security person to work when music performances were taking place.</b></p>
<p><b>BCMC/2023/328</b></p>	<p><b>Correspondence</b></p> <p>A member had recently received some correspondence, via a third party, which included the old logo of the Barrington Centre.</p> <p>Members requested that any publicity regarding the Barrington Centre should always include the correct branding. A member suggested that templates be set up so that the correct branding is always used. A member had noticed that the old Barrington Theatre sign on the front of the building is in the old branding style The Locum Town Clerk was asked to ascertain exactly what items were included when re-branding of the Barrington Centre took place. This should be brought back to the next meeting of this committee.</p> <p>Members noted that a wall map had been purchased to place on an internal café wall. Also, window film with the café logo had been</p>

	<p>purchased for the café windows. The Locum Town Clerk agreed to speak to the Centre Manager regarding these items and advise members at the next meeting of this committee.</p> <p>A member had noted use of old logo on the Barrington Centre’s website. The Locum Town Clerk agreed to speak with the Centre Manager to clarify who was responsible for maintaining and updating the website. This should be brought back for discussion at the next meeting of this committee.</p> <p>Members reiterated that having the Centre Manager at meetings would enable these issues to be clarified at the time of raising.</p>
<p><b>BCMC/2023/329</b></p>	<p><b>Date of Next Meeting and close of meeting</b></p> <p>The next meeting of this committee will take place on Monday 20 March 2023 at the Barrington Centre.</p> <p>The Meeting closed at 8pm.</p>

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