



**MINUTES OF THE MEETING OF THE BUILDINGS MANAGEMENT COMMITTEE
HELD ON WEDNESDAY 17th JULY 2024 AT IN THE COUNCIL CHAMBER,
GREENACRE CENTRE, VALERIAN WAY, STOTFOLD AT 19:35**

Committee Members present:

Councillors S Hayes (Chair), D Matthews (Vice Chair), S Buck, M Coper, S Dhaliwal, J Hyde, B Saunders, J Talbot and N Venneear.

Also Present:

Cllr L Miller

In attendance:

E. Payne, Town Clerk

A Leadbeater, Public Realm Manager

1 Member of the Public

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Bendell. It was **RESOLVED** to:

Accept the apologies.

2. DISCLOSURES OF MEMBERS INTERESTS

Item 8 Cllr Talbot declared a non-pecuniary interest as he is the Chair of the Stotfold Good Neighbour Group and a hirer of the Memorial Hall.

3. PUBLIC SECTION

There were no public present.

4. MINUTES OF PREVIOUS MEETING

The Minutes of the previous meeting held on **22 May 2024** were received and it was **RESOLVED** to:

Adopt the minutes of the meeting as a true record of the meeting.

5. CLERK'S INFORMATION, CORRESPONDENCE RECEIVED AND MATTERS ARISING FOR INFORMATION

Members had received a report and there were some updates:

Regarding the relocation of the chairs from the Greenacre Centre to the Memorial Hall, there have been some negative comments about the height of the stacks of chairs. Smaller stacks of chairs are being investigated.



There is no timescale for the painting of the Squirrels Tavener's Logo. The snagging list has been addressed.

6 REPORTS TO COMMITTEE

6.1 Hirer's Feedback Form

Members received the proposal hirer's feedback form. It was **RESOLVED** to:

Implement the proposed hirer's feedback form.

6.2 Memorial Hall Car Park

Members were advised that temporary repairs will be undertaken by the Town Rangers. It was considered that there was no point to undertaking major repairs due to the lack of updates with the connection of the EV charging points. Members were advised that the previous meeting had agreed to instruct a commercial organisation to have the car park marked out.

It was **RESOLVED** that:

- a) The Town Rangers will undertake a temporary repair of the car park.***
- b) Quotations will be sought from professional line marking companies to remark the car park***

6.3 AED at Mossman Centre

Members received a report with a proposal to install an AED at this location. Members agreed with the proposal for the installation of one that is suitable for paediatrics.

Members were advised that the Governance & Resources Committee had proposed that the defunct BT telephone box on Baldock Road was repurposed with BT's agreement. This is being investigated.

It was **RESOLVED** that:

- a) If there is no agreement with BT to install an AED in the former phone box, to install one at the Mossman Centre.***
- b) Install a Zoll AED 3 at a cost of £1,383 plus VAT plus an AED Armour Polycarbonate Locked Cabinet***
- c) The AED will remain the property of the Town Council and will be included in the regular checks undertaken by staff.***
- d) The Guide Association will be reimbursed for the electricity use by a nominal amount.***

6.4 Building Walk Round Survey

The meeting noted that with the proposed works at the Greenacre Centre, potential refurbishment of the Memorial Hall and the future of the Simpson Centre there was no necessity to undertake the normal building walk round survey. It was **RESOLVED** to:



Note the decision.

7. WORK PROGRAMME

Members received the work programme, and its contents were noted.

8. CONFIDENTIAL ITEMS

To consider and if appropriate, to pass the following resolution:

That in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.

8.1 Slimming World Hiring Arrangements

Cllr Talbot declared an interest in this item as a hirer of the Memorial Hall as the Chair of the Stotfold Good Neighbour Group.

Members received a report on the current hiring arrangements for Slimming World. Members noted that there was no written record of any agreed reduction in hire rates which was awarded by a previous member of staff. It was **RESOLVED** to:

Charge Slimming World the full hire rate with effect from 1 August 2024.

9. ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY

- 9.1 Cllr Talbot asked if the Stotfold Good Neighbour Group could have the tables erected as part of the hire. This request will be conveyed to the Key Holders.
- 9.2 Cllr Hyde asked if there were any plans to weed the forecourt in the front of the Greenacre Centre. The Public Realm Manager reported that this would be looked into.
- 9.3 Cllr Saunders commented that it is widely reported that there is an AED at Stotfold Football Club. Contrary to popular belief it is **INSIDE** the building and only accessible when the building is open. A previous grant was awarded to the football club to install cabinets inside and outside of the stadium. Cllr Saunders was asked to investigate this further and report to the next Building Management Meeting.

10. DATE OF NEXT MEETING

The meeting closed at 20:03.

SIGNED BY CHAIRMAN: _____

MINUTES APPROVED (date): _____